Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**P.K. ROY MEMORIAL COLLEGE, DHANBAD**
Name of the head of the Institution	**Braj Kishore Sinha**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**09431588089**
Mobile no.	**8789029090**
Registered Email	**principalpkrmc@gmail.com**
Alternate Email	**brajkishore58ranchi@gmail.com**
Address	**Saraidhela, PO: IIT ISM Campus**
City/Town	**Dhanbad**
State/UT	**Jharkhand**
Pincode	**826004**

2. Institutional Status

Affiliated / Constituent	**Constituent**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr Rajeev Pradhan**
Phone no/Alternate Phone no.	**09939100281**
Mobile no.	**9939100281**
Registered Email	**pkrmciqac@gmail.com**
Alternate Email	**rajivvbu@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://pkrmc.ac.in/pdf/AQAR%20Report%202018-19.pdf
4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://pkrmc.ac.in/academic_calendarupdated.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.58**	**2014**	**10-Dec-2014**	**09-Dec-2019**

6. Date of Establishment of IQAC | **02-Nov-2012**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Review the status of the targets set for last academic session, new	**25-Apr-2019** **1**	**16**

targets for current academic session, Green campus		

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	State	UGC	2019 365	0
[View Uploaded File](#)				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View Link](#)
10. Number of IQAC meetings held during the year :	**6**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View Uploaded File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. Academic calendar and lesson plan introduced during the year. 2. Upgradation of college website. 3. Future prospect of New courses BBA and BCA, 4. Proposal for solar energy

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Upgradation of college website	Implemented

Proposal for solar energy	Implemented
proposal for self employment courses and self financing scheme, learn and earn scheme	Implemented
Green campus	Implemented
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Staff council of PK Roy Memorial College Dhanbad	20-Jul-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No

16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2020

Date of Submission	27-May-2020

17. Does the Institution have Management Information System ?	Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	The college office is computerized and the admission, registration and fee collection are online. Office uses MS Office software for all official work. Notices and other relevant information are disseminated through College website, social media and email. Library of the college is being managed by the library management software – SOUL procured from INFLIBNET. Books are RFID for tracking.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Effective implementation of the curriculum is one of the top priorities of our College and the action taken to ensure this includes: • The College runs four conventional faculties (Social Science, Humanities, Science and Commerce) along

with four Self- Financing Vocational Courses (Biotechnology, Environmental Science, B.Sc. (Hons.) in Computer Science and B.Com (Hons.) in Business Administration). • A Master Routine and Academic Calendar are prepared well before the onset of the Academic session and is approved by the competent body – IQAC and subsequently it is implemented. • Master Routine is further microplanned by each department and the classes are run accordingly after approval of the College Administration. • The Examination Department of the college manages the internal and external examinations. • Department wise special classes are organized during holidays and vacations to compensate the losses of classes due to different examinations and other unforeseen situations. • To evaluate the progress of the curriculum and performance of the students at least one Internal test in each semester has been implemented at the UG as well as PG level including vocational Courses. • The evaluated answer sheets of the internal examination are shown to students. It helps the student to assess their progress. • For slow learners the departments organize special classes. • ICT tools (PPT, Swayam Prabha, YouTube Tutorials) are used by the faculty members for effective teaching in classroom. • Audiovisual devices and Internet facilities are made available to students and teacher • Edmodo platform has been introduced in Vocational courses – Department of Biotechnology, Department of Environmental Science. • Video conferencing has been introduced for Computer Science Course where faculties of IITBombay under Spoken Tutorial Project Program (STPP). • Above mentioned efforts address resource (faculty) crunch.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NA	Nil	00	employability	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCA	Computer Application	28/05/2019
BBA	Business Administration	28/05/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BBA	Business Administration	28/05/2019
BCA	Computer Application	28/05/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	110	150

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled

3(STPP, IIT Bombay (MHRD) Certificate Course in Open Source Softwares)	05/07/2018	295

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Geology	18
BSc	Zoology	170
BSc	EVS	7
BSc	Biotechnology	8

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Students' feedback is obtained on structured feedback form developed and adopted by IQAC • Filled in Students' feedback forms - department wise and semester wise- are analysed department wise and a comprehensive report is prepared for final presentation in the Staff Council meeting. Suggestions of staff council is incorporated for further course of action. • Teachers feedback is obtained in staff council meeting, which makes the benches for planning of the IQAC and the suggestions are implemented accordingly • The placement cell of the college organises time to time Placement Drive/s and Rojgar Mela sponsored by Government of Jharkhand (Higher Technical and Skill Development Department) obtains feedback from the different employers visiting on the occasion. The placement cell I/c prepares report, which is submitted to IQAC. Subsequently the suggestions are implemented through organs. • Suggestions are obtained through Alumni too, which helps in the improvements of class room transaction, students support system etc • Teacher- parent meet is organised at the start of the academic session department wise.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Commerce	660	590	547
BSc	Physics	229	197	154
BA	Pol Science	352	351	301

BA	English	286	315	232

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	7044	0	44	0	40

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
58	50	10	10	10	6

View File of ICT Tools and resources

View File of E-resources and techniques used

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The faculty members of the college are not only meant for transactions of course materials in the classroom but they also see that students are supported according to their socioeconomic background and are mentored accordingly. This helps them to achieve their goals. The results of the students, their vertical and horizontal movements in academic and placements in different organizations are the testimony of the mentoring system of the college.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
7044	58	1:121

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
43	58	0	0	43

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	NA	Assistant Professor	NA

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	BCom	VI	31/07/2020	30/09/2020
BSc	BSc	VI	31/07/2020	30/09/2020
BA	BA	Semester VI	31/07/2020	29/09/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

With the passage of time the college developed an internal evaluation system for students. It prepares students not only for university examinations but take into consideration the overall development of the personality. All Departmental Heads along with the respective faculty members develop mentormentee relationship with the students. The Departments organizes freshers and farewell programmes of incoming and outgoing students to orient and sensitize them with the course curriculum and culture of the Department and college. Structured students' feedback and students' satisfaction survey outcomes has helped in departmental and institutional overall functioning to oriented towards its Vision and Mission. Institution has intervention at many places, such as soft skill development, spoken English for the represent the quality of the institution. Their means in life and good placement is testimony of our successful CIE. interview (Language Lab), elearning support, Vocational skill development support, for personality development of the students, Students are ambassadors of the institution and they have to be successful in their life. Finally, the success story of the college reflects in its popularity among the students as first choice for higher education in Dhanbad. Therefore, P.K. Roy Memorial College has been identified to be elevated to the status of one of the Premier colleges by the Government of Jharkhand.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The College prepares its Academic Calendar, by the IQAC, at the onset of every academic session and is shared among all departmental Heads and faculty members in staff council meeting. The academic calendar is put on the notice board, website of the College and is shared with the local print and electronic media. The College adheres to the Academic Calendar prepared according to the calendar provided by Binod Bihari Mahto Koyalanchal University.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://pkrmc.ac.in/pdf/Programme%20Outcome.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG	BA	English	105	98	93.33

UG	BA	History	173	161	93.06
UG	BA	Political Science	139	130	93.53

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://www.naac.gov.in/docs/Apply%20now/SSS-Questinnaire_Students.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	365	NA	0	0

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NA	NA	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	Nill	NA

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Nil	0	0

International	NIL	0	0

No file uploaded.

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Nil	0

No file uploaded.

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	2019	0	0	0

No file uploaded.

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	2019	0	0	0

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	2	2	2

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Blood donation	NCC	5	25
Red cross society	NSS	7	34

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Swachha Bharat Abhiyan	State Level	State Body	18

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Gender Issue	NCC	7	5	34
Swachha Bharat Abhiyan	NSS	5	4	18
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Nil	0	0	365
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/industry /research lab with contact details	Duration From	Duration To	Participant
Nil	Nil	Nil	Nill	Nill	0
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nill	Nil	0
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1281	20.87

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing

Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Classrooms with Wi-Fi OR LAN	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Fully	2.0	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	3716	652000	0	0	3716	652000
Reference Books	4580	Nill	Nill	Nill	4580	Nill
e-Books	610	Nill	Nill	Nill	610	Nill
Journals	166	30000	Nill	Nill	166	30000
e-Journals	600	Nill	Nill	Nill	600	Nill
Digital Database	0	Nill	Nill	Nill	0	Nill
CD & Video	0	Nill	Nill	Nill	0	Nill
Library Automation	1	Nill	Nill	Nill	1	Nill
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 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	Nill
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co	Computer	Internet	Browsing	Computer	Office	Departme	Available	Others

	mputers	Lab		centers	Centers		nts	Bandwidth (MBPS/ GBPS)	
Existing	49	1	2	2	1	6	11	100	0
Added	0	0	0	0	0	0	0	0	0
Total	49	1	2	2	1	6	11	100	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
ICT facilities available for development of e-content. One training programme on MOOCs was organised by NIEPA expert	https://www.youtube.com/channel/UCs97uzNZbVE8g2V4GH2cbBw

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
25	17.53	5	0.56

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Institution makes budgetary provision under different heads for maintaining and utilizing the Campus infrastructure facilities. Institute Development Committee assigned enough funds for Renovation. The allocated funds are utilized under the observation of various monitoring Committees such as Purchase Committee, Renovation Committee, Sports Committee, Library Committee, Lab Maintenance Committee, Students Feedback Committee etc. of the College. To maintain and upkeep the infrastructure Institute facilities and equipment, following activities are undertaken by college: - • Stock Register is maintained in each department by the concerned Head of the Department. All equipment/item purchased are entered in stock register prior payment to vendor. • The maintenance of library and reading room is looked by Prof. I/C library is done regularly by library staff. • Computer/Xerox Machine/AC/Water Cooler/Water purifier and other electric and electronic equipment are maintained under annul maintenance contract (AMC). • Minor repairing work of physical infrastructure is done by college administration through various committees. • The requirement of major infrastructure and civil work of the College is generated by IQAC on demand of institutional development council which after approval from Building Committee, requests JSBCCL to prepare a proposal, estimate for the project which is subsequently submitted to the State Government through University for grant. • Routine cleaning of water tanks, disposal of garbage, pest control and other related activities are done by Grade - IV Employees. • Maintenance of furniture and plumbing is done on a regular basis by outsourcing.
https://pkrmc.ac.in/pdf/Procedures%20and%20policies.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Tuition Fee of the College (For Girls student)	1926	300456
Financial Support from Other Sources			
a) National	National Scholarship Portal/eKalyan Welfare Fund	1888	6024540
b)International	Nil	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
TISS EXCEL Programme - Soft Skill development programme	19/07/2019	154	Career Counselling and Placement Cell.
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Career counselling	540	680	45	180
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed

| Jai Balaji | 60 | 8 | Mousumi Hazara, Kolkata, | 15 | 2 |

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	594	PKRM College	All Department	BBMKU	PostGraduate

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
GATE	1
NET	1

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
cultural activities(Putus)	College	150
Sports activities	College	390

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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Nil	National	Nill	Nill	Nil	Nil
2020	Nil	International	Nill	Nill	Nil	Nil

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students' representation in college administration is ensured as they are members of different committees such as IQAC, Departmental Council, Library Committee, Placement Cell, Cultural Committee, Sports Committee etc. After Students' election Students' Council is formed. And, the members of the council are given the opportunity in the management of Academic and Administrative bodies of the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Alumni association was established in the year 2014 with a view that the Alumnus will contribute in the progression of the college. The memorandum of the alumni association of the college is with the following objectives: • To guide the students' in their personality development. • To establish a healthy relationship between the students, alumni and all academic fraternities of the College. • To help alma mater in organising Seminars, Symposium, Workshop and other activities in shaping the personality and career of fellow students. • To help in academic, infrastructure and development programmes. • To help in career counselling and placement.

5.4.2 – No. of enrolled Alumni:

72

5.4.3 – Alumni contribution during the year (in Rupees) :

20000

5.4.4 – Meetings/activities organized by Alumni Association :

Motivational Classes, • Cultural Programs

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The vision of the institution is to render our College into a centre of quality learning and our mission is to shape our students into smart, responsible and sincere citizens by imparting both material and moral education. Considering the changing scenario and the growing needs of the day, we are also very keen to introduce different types of traditional and non-traditional courses, different job-oriented courses and vocational training in our institution to ensure their future and make them free from poverty, unemployment and social injustice. We have also our dream to save our students from any kind of material and moral degradation through both moral and ethical education. There have been great deals of probability of prosperity of our institution because it holds all sorts of necessary potency for rendering itself into a leading academic institution and a centre of quality learning. Moreover, it is also aim. • To impart higher education among the students of the locality. • To provide traditional, modern and vocational education for the students. • To make our students self-sufficient and self-reliant. • To create smart, sincere and responsible citizen of India. • To emancipate students from all social evils and injustice. • To serve the locality by inculcating general awareness. • To make aware of the health and hygiene consciousness from the adolescent to students hood onwards. • We have open door policy. • Every department prepares a roadmap for the upcoming semester in terms of infrastructural and academic growth. Departmental budget is prepared by taking suggestions from Head of Department, and faculty members

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details

Industry Interaction / Collaboration	• The College has active collaborations with academic institutions like Indian School of Mines (ISM) Dhanbad, Central Institute of Mining and Fuel Research(CIMFR) Dhanbad (CSIR-laboratory), BIT Sindri, which is leading Engineering College of the State, P.M.C.H. Dhanbad, Birsa Agriculture University Ranchi, Baliapur and etc. • Our industrial collaboration are with Bharat Cooking Coal Limited(BCCL) and Steel Authority of India (SAIL), TISCO, Jamshedpur etc.
Curriculum Development	• The College implements the curricular set by the University, as it is affiliated to Binod Bihari Mahto Koyalanchal University, (BBMKU) Dhanbad. • Inclusion of Field work, Industrial visit and Educational excursion in both Under-Graduate, PostGraduate levels and Vocational courses. • It has structured its internal evaluative system in a vital, needbased manner with reference to the broad guidelines of the University. It organizes class tests regularly, examining the receptivity of the students in terms of setting unit based questions. • Compulsory language tests are held so that basic language skills are instilled. • Senior Faculty members are included on various Academic Bodies like Board of Studies (BoS) and actively involved in framing the syllabus. • Teachers are encouraged and deputed to attend workshops on discussion of syllabus and curriculum development organized by the Bindo Bihari Mahto Koyalanchal University.
Teaching and Learning	• Teaching-Learning as a thrust area have been focused for this academic session field studies, Project works etc. are frequently organized to make the learning more participatory for our students. • Wide access to internet facility to inculcate online learning management resources. • Different Departments organized class seminars and debates to enhance the teaching learning process. • Systematic monitoring, planning and regular evaluation of students are given special attention. • Workshops, participative learning, conference and Departmental seminars are organized. • Tutorial classes and Remedial coaching are provided to week students in the

	respective subjects. • Learning through Field Work, Industrial visit, etc. •Our college provides PG Course in 13 subjects. • Vocational Courses are done here.
Examination and Evaluation	Practical and Final Examination are conducted as per Binod Bihari Mahto Koyalanchal University guidelines and Academic Calendar. • Internal Assessment (Test) held on regular basis. • With clarity, transparency and authority we organize Examination and Evaluation. • ICT is used for evaluation of results.
Admission of Students	• Online Admission including online payment facility in both UG PG levels along with Vocational courses. • Online admission is made strictly on the basis of merit. • Strict observance of Govt. Rules for Reserved Categories
Research and Development	All the departments of the College have access to well-equipped computer laboratories with adequate infrastructural facilities to carry out the research projects. • For promoting research College has purchased subscription for various online research journals and libraries to provide latest resources for the faculty members. • The College Central library facilitates research-oriented books, journals e-journals for research reference. • Almost all faculty members are provided with personal computer which helps them carry out their research work. • The College has Wi-Fi enabled internet facilities for the fast access to online resources. The College has encouraged them to present papers in International/National/State Level Seminars, workshops and to act as resource persons. • The College encourages the research scholars by providing on-duty leave to focus on their research. • The College motivates the faculty members to attend researchoriented Seminars/Workshops/Conference sand etc., by providing special duty leave. • The College encourages faculty members to pursue Ph.D programmes in reputed Universities. • College explores various funding agencies for sponsoring Major/Minor projects. (UGC, ICPR, ICSSR, etc.) • The College supports the researchers by providing high end computing facility with

		necessary software and with modern equipment.
	Library, ICT and Physical Infrastructure / Instrumentation	• Central Library provides reading room to our members. The other facilities are searching OPAC (Online Public Access Catalogue), searching eresources through NLIST programme of INFLIBNET, NDL, INDICATE, PK Roy YouTube lecture seriesbrowsingtheInternet etc. There is Book Bank facility for the economically backward students. The Library Stock is computerized with the help of SOUL software. • Our College library is enriched more than 8,000 books, current and back volumes of 164 renowned journals and 02 Encyclopaedia sets. Besides serving the students and staff members of the college, it provides books to the departmental libraries also. • Provision for Wi-Fi facility in both the campuses for use of the elearning resources. • Provision for access of e-book facility through Oxford Publication and other publication online resource. • Separate internet connection in the library to access the e-resources. • Library is having reprographic facility within the College Campus. • The College has a library Committee for monitoring the activities of the library. • Instrument purchased for modernization and upgradation of laboratory to make it equipped with up to date latest equipment commensurate with changing syllabus.
	Human Resource Management	• Motivating and facilitating to the faculty members to participate in Refresher Orientation courses. •Arrangement of computer training programmes related to MS-Office for Nonteaching staffs. • The College organizes various Orientation and Enrichment programmes for both Teaching and Non-Teaching staff members for upgrading their skills in the latest technology. • Salary, Pay-Scale along with Increments are given to Staff members as per Government norms which leads to employee satisfaction. • The management contributes an amount equal to the employee share for PF along with Pension scheme and Group Insurance. • College grants Medical Leave, Casual Leave, Duty Leave and Special Leave to its faculty members. And Non-Teaching

staffs gets Medical Leave, Causal Leave and Earned Leave as per the norms of University. It also provides Maternity Leave according to norms to its female members. • College provide Special Leave for pursuing higher studies, attending Enrichment courses/ Seminars/Conferences/Workshops and Exam duties. • The faculty and staff members are entitled to avail summer and winter vacations as per guidelines of the University. • College has Biometric, CCTV facility which are used for human resource management.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	• We have our old campus to run many contemporary courses. • We wish to open PG Course in Urdu, Sociology, Philosophy, Sanskrit and other Vocational Courses such as Environmental Science Biotechnology. • Start many B. Voc. Courses (BCA, BBA, etc). • We wish to open many short-term courses as certificate and Diploma.
Administration	• We wish to follow strong, smart promising and progressive administration. • Paperless ICT enabled and transparent administration
Finance and Accounts	• Fully computerized Office and Accounts section. • Maintenance the College accounts through Tally/Excel Software.
Student Admission and Support	• Rules and Regulations for admission as laid by the constituent Colleges/University and State Government of Jharkhand are strictly followed by the College. • The entire admission procedure is On-line with the help of very user-friendly software developed by our Govt./University (Chancellor Portal). • The College announces its admission process on the University/College website. • Prospectus is published with detailed information on various courses, rules and regulations etc. along with fees structure and facilities available for the students. Strict observance of Govt. rules for reserved categories is maintained properly. • We always support the low income group students through fee concession, scholarship etc
Examination	Internal Examinations are organized through Departments and students are

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Nil	Nil	Nil	0
2020	Dr B K Sinha	AICP	AICP	20000

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Staff Computer Training Programme	One Day Workshop on MS Excel and MS Word	23/07/2019	23/07/2019	15	8

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	1	13/02/2020	26/02/2020	14

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GSLI Welfare fund.	GSLI Non-teaching welfare fund	Students e-Kalyan Welfare fund, National Scholarship Welfare fund

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each): Yes There is a system of finance management and the college is governed by the Government financial rules. Funds and grants may available to college by different sources (Central Government, State Government, RUSA etc) are spent according to the approved budget of the proposal. All financial expenditures are approved by the purchase committee and bills and vouchers are generated accordingly. All payments are audited by CA for the purpose of utilisation certificates. The books of expenditure, stock register, asset registers are maintained centrally as well as department wise. There are external as well as internal audits to ensure strict financial rules.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA

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6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NA	No	NA
Administrative	No	NA	No	NA

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

- Parent – Teachers meeting held annually at the start of the Academic session. • We conduct regular meetings and telephonic contact with the parents on monthly basis after attendance. Feedback from parents is given due consideration. • Communicating views which the students feel shy to communicate directly to the teachers about the College and the department

6.5.3 – Development programmes for support staff (at least three)

- Periodical and Annual meeting of all support Staff. • Workshop on memory enhancement techniques. • Computer Training of the Office staff so that they are able to handle the online admission and registration of students.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

- Some new courses have been introduced. • Regular health check-up camps in the College Campus to ensure the well-being of the employees. • More open interactive and progress oriented organizational culture.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Nil	Nill	Nill	Nill	Nill

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Poster Making Competition on Women Empowerment	24/09/2019	24/09/2019	75	0
Celebration of International Women's day	08/03/2020	08/03/2020	150	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
• Energy conservation. • Rain water harvesting. • Initiative taken for uses of LED lights and installation of BEE certified electrical gadgets. • Tree Plantation programme by NSS are undertaken to ensure a Green Campus. • Observation of "Swachh Bharat", "Swachhta Pakhwada" on the College Campus. • The College provides various means to educate or aware the students on Climate Change and Environmental Education. • Dustbins are installed at various positions and cleanliness is maintained. • Conscious efforts are made to switch off lights and fans when not in use, to save energy. • Cleanliness drive is organized to create awareness and motivation among students to keep the environment clean.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	27
Provision for lift	No	0
Ramp/Rails	Yes	27
Braille Software/facilities	Yes	27
Rest Rooms	Yes	27

Scribes for examination	Yes	27
Special skill development for differently abled students	Yes	27

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	2	16/12/2019	5	Placement drive	Employment to students	770
2019	1	3	06/01/2020	1	Green campus drive	Plantation	70

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Prospectus	02/08/2019	The prospectus of the college published every year and is distributed among the freshly admitted students

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of Republic Day	15/08/2019	15/08/2019	210
Gandhi Jayanti	02/10/2019	02/10/2019	195
World AIDS Prevention Day	01/12/2019	01/12/2019	125

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

• Initiative taken for installation of LED. • Tree Plantation programme by NSS/NCC cadets are undertaken to ensure a green campus. • Campus made No Smoking Zone. • Hazardous Waste Management is also on our agenda as well as we plan to introduce chemical treatment to render any toxic waste harmless. • Single use plastic free Campus. • Awareness about deforestation. • E-waste management is also on our agenda.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices – I Goal, Aims and Objectives: • To improve footfall of students in the library • To restore connectedness to books and books reading habits

among students • To earn while learn scheme for students The library hours are being introduced in the routine and are being made part of regular curricula. The departmental libraries are being maintained by the respective departments and are also rich. It is catering to the needs of the PG students and teachers of respective departments. An initiative has been taken for student's participatory management of Library. This will mitigate human resource crunch for the management of the library books. Under this scheme a few students of each department have been encouraged to manage and maintain the departmental library and for that they will be paid a token amount – "Earn while learn scheme", and finally will be awarded a certificate and marks in internal examinations. Best Practices – II Title of the Practice: Introduction of Virtual and Flipped Classrooms Objectives of the Practice: • To address fast learners • To reach out of reach students • To introduce students with the paradigm shift in higher education There has been a paradigm shift in higher education system from teacher centric to student centric teaching. To address first learners and to support slow learners of a class flipped classroom has been introduced in a few programmes such as Biotechnology, Environmental Science and BCA virtual classroom and Swayam Prabha too has been introduced inn the classes. College is using the tools of ICT to reach out of reach students in this method. This will make the digital India programme successful.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://pkrmc.ac.in/pdf/best%20practices.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Vision: "To make this College a centre of excellence in higher education with inclusiveness of different sections of society to create an ecosystem for promoting innovative knowledge, while tapping the potentials of teachers and students" Mission: • To ensure quality education with equity, excellence in teaching and innovation in research. • To reach unreached and empower youth of rural and backward areas by promoting skill-oriented education. • To use ICT a tool to equip all stakeholders with career-oriented skills through vocational education and training to make them employable, accountable, useful in indispensable for society and nation. • To impart education with a view to groom a philanthropic self and ensure holistic growth contributing to reformation of nation and mankind.

Provide the weblink of the institution
https://www.pkrmc.ac.in/IQAC.aspx#Lab

8.Future Plans of Actions for Next Academic Year

The College plans the following for implementation in future- 1. Creation and implementation of Academic calendar. 2. Implementation of new courses and programmes of self-financing vocational courses. 3. New Skill Development Courses through B. Voc. for the college for employment, proposed courses are: i. Certificate in Automotive Skills, ii. Certificate and Diploma Course in Office Administration Skills 4. Improvement of library for better utilization of elibrary and digital library by the students faculty. 5. Introduction charges for certificate verification online/offline. 6. Faculty for BCA/BBA. 7. Establishment of Computer Laboratory for the courses like BCA/BBA/Biotechnology/Environmental Science. 8. Courses of study of all programmes approved by the affiliating university and run by the college to be posted on college website/students Portal. 9. Improvement in office functioning with introduction of computers and training of Grade III staff of the college 10. Establishment of Smart classrooms

for BCA BBA with all modern facilities. 11. Introduction of Flipped classroom/virtual classrooms in phase wise manner to be started from vocational courses. 12. Plan for SOS improvement of the Homi Jahangir Bhaba Auditorium of college before NAAC visit. 13. Improvement of: a. Examination Department – Introduction of Central Announcement Facilities for examinations – an estimate has been prepared with estimated cost of Rs eight lakh b. Birsa Munda Conference Hall c. LT4 for BBA/BCA 14. For better surveillance introduction of CCTV camera in Classrooms and other places on the campus. 15. Sick room facility. 16. Laboratory complex. 17. Smart classroom complex. 18. Outdoor sports complex.