Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**D. S. COLLEGE**
Name of the head of the Institution	**Chandra Bhushan Lal Das**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**06452-247062**
Mobile no.	**9304768731**
Registered Email	**dscollegebnmu@gmail.com**
Alternate Email	**cbldas0017@gmail.com**
Address	**D S College Road Ramnagar**
City/Town	**Katihar**
State/UT	**Bihar**
Pincode	**854105**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Sumit Singha**
Phone no/Alternate Phone no.	**06452247062**
Mobile no.	**9733033517**
Registered Email	**iqacdscktr@gmail.com**
Alternate Email	**sumit.judean@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.dscollegekatihar.in/Action_taken_report.aspx

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.purneauniversity.ac.in/academic-calendar

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**C**	**1.54**	**2020**	**14-Feb-2020**	**13-Feb-2025**

6. Date of Establishment of IQAC	**19-Apr-2014**

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
Meeting With Alumni	**21-Jan-2020 1**	**8**
Meeting With Non-Teaching	**23-Nov-2019**	**14**

	1	
Meeting With Teachers	09-Sep-2019 1	18
Meeting With Students	07-Aug-2019 1	700
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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
D.S. COLLEGE, KATIHAR	NIL	NIL	2019 00	0
D.S. COLLEGE, KATIHAR	NIL	NIL	2020 00	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**4**
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 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)

Significant contributions made by IQAC during the last completed academic year from the 1st of June'2019 to the 31st of May' 2020 The IQAC plays an active role in internalizing a culture of quality within the College. This culture is maintained and sustained by several initiatives taken by the Cell through the year: Creation of an Ecosystem for the Generation and Transfer of Knowledge: The Heads of different departments, D.S. College, Katihar have been requested to conduct studentcentric activities like talks, discussions, departmental seminars, etc for the creation and transfer of knowledge. Different departmental committees, making optimal use of available resources, are in quest to maintain highest possible standards in teachinglearning process and enrich the lives of students through holistic development of their unique individual personalities. Seminars, workshops and lectures are organized involving accomplished

academicians, to expose students to disciplinary frontiers and motivate them to pursue higher studies, research and know job prospects. During the last completed academic year Department of Physics organized a seminar on the broad area of 'Recent Trends in Physics' on 18 September, 2019. On 21 November, 2019 another seminar was jointly organized by the Departments of Commerce and Economics on 'Reforms in Banking and Taxation'. These seminars worked as a plank for creative ideas, and served as a tool for transfer of knowledge. Providing IT related facility for Faculty: The IQAC in its previous meeting deliberated on making the IT related facility available for the faculty of the college to promote research and improve quality. An exclusive area of 180 square ft. in the library with ten desk top computers is made available for this purpose. The faculties are further encouraged to make use of the free wifi facility for the purpose surfing, browsing and other IT related activities. Organizing Seminar on CrossCutting Issues: The Internal Complaints Committee of the college was requested to organize a seminar on CrossCutting issues. The ICC under the aegis of IQAC of the college organized the same on 'Gender Sensitization' for students and staff on the 4th of March, 2020 in GalleryI lecture theatre. The thoroughly enthralling sessions raised pertinent questions regarding our received notions about genderbased division of labour and the urgent need to think beyond patriarchal structures. Keeping Record of Students' Progression: The College has started maintaining the record of Students' progression from PG to Ph.D. In the last completed academic year three students from Department of English and one from Department of Economics have successfully managed to take admission in Ph. D. programme of Purnea University, Purnia. Automation of the College Library: The IQAC observed that the college library has been functioning manually since its establishment. The library has an enormous collection of more than forty two thousand books. Besides, there are a few journals. As a natural fall out of the increased footfalling and the library being understaffed, availability of books, journals and other facilities have become difficult. To make these facilities hasslefree the IQAC strongly recommended the ecataloguing of all the books so that any book can be located at the click of a button. The ecataloguing of the books and other texts are under way.

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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
Automation of the College Library	The IQAC observed that the college library has been functioning manually since its establishment. The library has an enormous collection of more than forty two thousand books. Besides, there are a few journals. As a natural fall out of the increased foot-falling and the library being understaffed, availability of books, journals and other facilities have become difficult. To make these facilities hassle-free the IQAC strongly recommended the e-cataloguing of all the books so that any book can be located at the click of a button. The e-cataloguing of the books and other texts are under way.

Carrying out Institutional Responsibility for Community Outreach Programmes	D.S. College, Katihar is committed to inculcate moral values and a sense of responsibility among the students for their holistic growth. To achieve this goal our institution has three dedicated NSS units and an NCC unit. National Service Scheme (NSS) devoted to service of Nation with the motto "Not me but You" is a vital channel in the college in creating networks with needy communities. Activities organized under NSS effectively turn the students towards the society to which they belong. So far, in 2019, all the three units of the college jointly observed the National Integration Day, Swachchhta Pakhwara, and 'Ek Bharat Shresth Bharat'. Many programmes like visiting a live water body, making people aware about the hazards of single use plastic, etc. are also organized. Major Extension and Outreach Programmes conducted by NCC in and outside college in the last completed academic year include, Campaign against Drug Addiction, Swachhta Abhiyan, etc. Under Swachh Bharat Abhiyaan initiated by the government, our faculty members and student are regularly involved, keeping the college and outside areas clean.
Organizing Seminar on Cross-Cutting Issues	The Internal Complaints Committee of the college under the aegis of IQAC organized the seminar on 'Gender Sensitization' for students and staff on the 4th of March, 2020 in Gallery-I lecture theatre. More than students and staff attended the seminar. The thoroughly enthralling sessions raised pertinent questions regarding our received notions about gender-based division of labour and the urgent need to think beyond patriarchal structures.
Institutionalizing Feedback Mechanism	The IQAC has institutionalized feedback in the College by engaging feedback from faculty, students, alumni and parents of the students. Such feedback is utilized in creation of the action plan and for incubation and implementation of policies for sustenance and enhancement of quality.
Development of Sports Infrastructure	The sports facilities in the college have undergone a complete overhauling in the recent times following the engagement of the new Sports In charge, Dr. Swami Nandan. Facilities to play indoor games like Badminton, Table

	Tennis, Taekwondo, etc. are provided to the interested players. Outdoor sports like Football, Volley ball and Cricket are regularly practiced and played in the college playground
Creation of an Ecosystem for the Generation and Transfer of Knowledge	Different departmental committees, making optimal use of available resources, are in quest to maintain highest possible standards in teaching-learning process and enrich the lives of students through holistic development of their unique individual personalities. Seminars, workshops and lectures are organized involving accomplished academicians, to expose students to disciplinary frontiers and motivate them to pursue higher studies, research and know job prospects. During the last completed academic year Department of Physics organized a seminar on the broad area of 'Recent Trends in Physics' on 18 September, 2019. On 21 November, 2019 another seminar was jointly organized by the Departments of Commerce and Economics on 'Reforms in Banking and Taxation'. These seminars worked as a plank for creative ideas, and served as a tool for transfer of knowledge.
Providing IT related facility for Faculty	The IQAC in its previous meeting deliberated on making the IT related facility available for the faculty of the college to promote research and improve quality. An exclusive area of 180 square ft. in the library with ten desk top computers is made available for this purpose. The faculties are further encouraged to make use of the free wifi facility for the purpose surfing, browsing and other IT related activities
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Development Committee	**29-Dec-2020**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**

Date of Visit	**17-Jan-2020**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2020**
Date of Submission	**10-Jun-2020**
17. Does the Institution have Management Information System ?	**No**

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Part B

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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

D.S. College, Katihar is a constituent unit of Purnea University, Purnia since 18 March 2018. Before that it had been a constituent unit of B.N.Mandal University, Madhepura. It follows the curriculum developed by both the universities and it deploys a number of action plans at various levels for effective implementation and delivery of the curriculum. The College views the teaching-learning process as the most important function it performs. Considering the variety of academic programmes that the college offers to its students including Humanities, Science, and Commerce the methods of curriculum delivery are diverse and customized to meet the academic needs of students having differing intellectual capabilities. Teaching-learning is student-centric, highly interactive blending a variety of methods which includes the chalk and talk method, bilingual lectures and study material, providing reference to Online learning resources and including ICT where suitable. The university notification on academic curriculum and other guidelines, once received by the college office, is communicated to the respective departments. The departments, after consultations among faculty members, carefully allocate papers keeping the interest of the students and expertise of teachers in mind. Staff council and departmental committees determine the workload and prepare the list of necessary infrastructural requirements for effective implementation of the curriculum. Time Table Committee prepares the time tables taking into account the instructional and laboratory needs. Each department ensure that the study materials (prescribed/suggested) in the respective papers are made available in the college library and curriculum related references are regularly updated. Similarly, laboratory equipment/tools are also upgraded as per the curriculum needs. ICT enabled class rooms facilitate lecture delivery in a technology enabled milieu. Use of ICT based teaching: PPTs, Videos, PDFs, etc have been encouraged and such content provided by our teachers are uploaded on the Purnea University website. The college has taken a significant leap in digital infrastructure to remain on the leading edge as a knowledge-based community, leveraging e-resources. It is trying to evolve as a networked community to facilitate 'Learning Anytime Anywhere'. The Wi-Fi enabled campus and use of social media apps like WhatsApp for carrying on course related discussions beyond classrooms has given the additional boost. With peer support and encouragement to participate in capacity building programmes, the faculty have been adequately motivated, oriented and professionally enabled to handle

the changing requirements of curriculum delivery. Consistent evaluation for satisfactory learning outcomes is done through C.I.A(Continuous Internal Assesment), presentations, and quizzes. Remedial classes for needy students are conducted to enable them to cope with the curriculum. The Internal Quality Assurance Cell (IQAC) in tandem with college administration monitors effective implementation of the curriculum. Some of the departments and specific organizing committees arrange talks and discussions, Seminars and Symposia to facilitate exposure to the curriculum more effectively.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NA	NA	Nil	00	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NA	Nill

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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
MA	ENGLISH	25/07/2019
MA	HINDI	25/07/2019
MA	Political Science	25/07/2019
MA	Economics	25/07/2019
MA	History	25/07/2019
MA	Psychology	25/07/2019
MA	Bangla	25/07/2019
MA	Urdu	25/07/2019
MSc	Physics	25/07/2019
MSc	Chemistry	25/07/2019
MSc	Mathematics	25/07/2019
MSc	Zoology	25/07/2019
MSc	Botany	25/07/2019
MCom	Accountancy	25/07/2019

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

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

Department of Education Paper: Gender, School and Society	25/07/2019	100
Department of Economics Paper: Environmental Economics	25/07/2019	38
Department of Economics Paper: Environment and Ecology	25/07/2019	38
Department of Hindi Paper: Dalit evamStriAsmita : VimarshevamPaath	25/07/2019	18
AECC-I (Environmental Sustainability and Swachh Bharat Abhiyan Activities)	25/07/2019	365
AECC-II (Human Values and Professional Ethics and Gender Sensitization)	25/07/2019	Nill

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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
BCA	Computer Application	23

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
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

IQAC has decided to collect data annually in the month of April every year. For the session 2019-2010, IQAC collected feedback related only to the 'curriculum' of various subjects. The feedbacks have been collected in the questionnaire method from four different stakeholders i.e. Students, Parents, Alumni and Teachers by way of creating google forms. The questionnaire consists of questions relating to length of syllabus, the compatibility of syllabus as per requirements of the university, whether the honours papers help in achieving requisite level of specialization, relevance of subsidiary papers in the acquisition of conceptual knowledge and development of overall personality through language papers. In that survey 1922 students, 19 faculties, 8 alumni and 29 parents have participated. As the survey has been conducted during COVID-19 pandemic period the participation of parents and alumni were few. The

feedback collected has been analysed through graphical representation of pie charts. The analysed reports of feedback have been uploaded in the institutional website. As curriculum is designed at university level, IQAC does not have the mandate to make required modifications in the syllabus. However, we have decided to conduct workshops or short-term training programs in future in order to bridge the gap between between the knowledge learned at the college and practical knowledge required by the Industry. IQAC also has planned to provide soft skills training in order to achieve the purpose of language papers. IQAC has also decided to take feedback from greater number of stakeholders on transaction of syllabus, various other aspects of college including academics, library, infrastructure, office, laboratory, library and administration from the next academic year. The feedback report is discussed in IQAC and the different areas where improvements are required are identified.

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
MSc	Physics	29	20	20
BA	History	751	773	751
BA	Psychology	264	235	235
BA	Political Science	548	567	548
BCom	Account & Corporate	409	418	409
BSc	Botany	32	24	24
BSc	Zoology	155	162	155
BSc	Mathematics(Science)	201	216	201
BSc	Chemistry	96	67	67
BSc	Physics	96	86	86
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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	3640	365	4	22	22

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-	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used

	Resources)				
26	14	69	4	4	Nill

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

The methods employed to evaluate academic performances of the students include internal test, assignments, quizzes, individual and group presentations, group discussions, etc. Other capabilities noted by teachers include keenness for extra reading, debating, attentiveness etc. Slow learners are identified and special measures are taken to enhance their abilities. Congenial environment is created so that students come out from their inhibition and take part in each and every activity that eventually broadens their sphere of thinking academically as well as related to extracurricular activities. Some departments of the college run Mentorship Programme in which teachers mentor group of students to sort out student's academic and stress related issues. Above all, some of the teachers of the college are engaged to help students deal with their psychological issues. Students help plan, organize and participate in various curricular and co-curricular activities, which allow them to showcase their organizational skills and enhances exposure to their respective fields. Selected students are also nominated to participate in symposia/conferences in order to keep them abreast of the latest developments in episteme. Teachers orient students in informal ways and help them channelize their energies in the right direction. The college organizes extra-curricular activities to enhance critical thinking of the students and expose them to various socio-political, economic and literary issues to enhance their organizational acumen. Selected students are sent to represent the college in various inter-college competitions, in the fields of their interest. There is a constant attempt by the faculty to be in touch with the mentees through various mediums like email and WhatsApp groups in order to provide ongoing career, academic and psychological counseling to students. They are encouraged to do well in the career.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
11278	26	1:434

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
71	26	51	6	20

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	Nill	Nill	Nill
2020	Nill	Nill	Nill

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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
MSc	(sem-iii)	2019	24/01/2020	09/06/2020

MA	MA(sem-iii)	2019	24/01/2020	09/01/2020
MCom	MCom(sem-iii)	2019	24/01/2020	09/06/2020
MSc	MSc(sem-i)	2019	25/01/2019	09/06/2020
MA	MA(sem-i)	2019	25/01/2020	09/06/2020
MCom	MCom(sem-i)	2019	25/01/2019	09/06/2020
[View File](#)				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The programme and course outcomes of the students are evaluated at the university level after the semester end examinations. Internally, the college evaluates these through the mechanism of Continuous Internal Assessment (CIA). In the process of regular evaluation students also discover their strengths and weaknesses so that they can improve their performance in the end-year/semester examination conducted by the university. Faculty members undertake continuous assessment as a tool for enhancing and enriching teaching-learning. Institution adopts all the evaluation directions issued by the Purnea University. We follow a transparent procedure for Internal Assessment based on Continuous Internal Assesment for 30 percent marks for core courses and 50 percent marks for Ability Enhancement Compulsory Courses (AECC). Assigmnents, Quizzes, Projects, Presentations, Punctuality in attending classes are all integrated to judge students' course specific achievements by giving them separate weightage in the overall scheme of marks for C.I.A. Students are given a time line for submission of their projects and assignments. Students having medical/family issues are given additional time so that the process of internal evaluation of programme and course outcomes takes into account all eventualities that the students has to go through during the course period. The use of online platforms and google forms etc. as tools in the conduct of internal examinations is being encouraged. The learning outcomes can be analysed better as various types of charts emerge out of response sheets. IQAC is confident that the use of such means will be taken up by faculty in the ensuing session.

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

The college strictly adheres to the academic calender published by Purnea University, Purnia. Starting from the commencement of classes to conduct of Continuous Internal Assesment (CIA) to dispersal of classes and University examinations, the academic calender is followed in to-to. All information pertaining to the academic calendar, the scheme of evaluation and allocation of marks are available on the University website. This information is clearly conveyed to students during the college and departmental Orientation Programs. Each department prepares its internal assessment exam schedule(but within the time frame notified by the university) and notifies it on the departmental notice board. Departments prepare their End-Semester/year Practical exam schedule well in advance before the commencement of Practical exams and notify them on departmental notice boards. Dates for the submission of internal assessment marks are notified by the college. WhatsApp and email are also used for publicity. It is notable that earlier when we were solely under BNMU, delay in sessions were prevalent. But, after the establishment of the new 'Purnea University', the sessions are absolutely regular. This has created an atmosphere that is more conducive to planned delivery of classroom instructions, and providing material (PPT, PDF, Online material) inputs to students. Further, this ensures better feedback regarding learning outcomes and improvisation.

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)

http://governor.bih.nic.in/orders.html

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
M.Sc	MSc	M.Sc	90	63	70.000
M.A.	MA	M.A.	239	152	63.598
B.Com	BCom	B.Com	416	281	67.548
B.Sc	BSc	B.Sc	281	36	12.811
B.A.	BA	B.A.	1428	907	63.515

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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)

https://sites.google.com/view/sssdsktr/home

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
Nill	00	NA	0	0

View File

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
NIL	NA	NA	Nill	NA

View File

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
NIL	NA	NA	NA	NA	Nill

View File

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
NIL	Nill

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	Botany	2	0
National	Commerce	1	0
International	Commerce	4	1

View File

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
Department of Commerce	1

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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
Analysis of Perception of Students on Causes of Unemployment and Underemployment among Educated Mass in India	Abhishek Kumar Gupta Bharat Kumar Meher	Journal of Xian University of Architecture Technology	2020	0.3	Department of Commerce, D.S.College, Katihar	Nill
Factors Adversely Affecting the Usage of Digital Banking by MSMEs in India (A Case Study of Katihar	Bharat Kumar Meher Abhishek Kumar Gupta	Journal of Xidian University	2020	0.9	Department of Commerce, D.S.College, Katihar	Nill

District in Bihar)						
The Effects of Environment, Society and Governance Scores on Investment Returns and Stock Market Volatility	Bharat Kumar Meher	International Journal of Energy Economics and Policy	2020	2.8	Department of Commerce, Manipal Academy of Higher Educatiion	Nill

View File

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	0	0	2020	Nill	Nill	0

View File

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

Number of Faculty	International	National	State	Local
Presented papers	Nill	6	Nill	Nill
Attended/Seminars/Workshops	Nill	3	Nill	Nill
Resource persons	Nill	1	Nill	Nill

View File

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
Survey on Domestic Violence	NSS	3	23
COVID Awareness Program	NSS	3	35
National Leprosy Day	NSS	2	60
Ralley on conservation of water	NSS	3	72
Ralley on Ban on Single use Plastic	NSS	3	55

Ek Bharat Srestha Bharat	NSS	3	65
Rashtriya Ekta Diwas	NSS	3	125
Tree Plantation Drive	NSS	3	60
Independence Day celebration	NSS NCC	4	150

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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
NIL	NA	NA	Nill

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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
Covid Awareness Programme	NSS	Covid Awareness Programme	3	35
Observation of Swachhta Pakhwara, 2019	NSS	Rally on Conservation of Water	3	72
Observation of Swachhta Pakhwara, 2019	NSS	Rally on Ban of Single Use Plastic	3	55

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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
Research Paper on The Effects of Environment, Society and Governance Scores on Investment Returns and Stock Market Volatility	Bharat Kumar Meher, Iqbal Thonse Hawaldar, Latasha Mohapatra, Cristi Marcel Spulbar, Felicia Ramona Birau	Prof. Iqbal Thonse Hawaldar, Professor, Director of Accreditation Quality Assurance Center, Kingdom University, Behrain	360

[View File](#)

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/	Duration From	Duration To	Participant

internship	Conducting final year project	S.R.C.pvt. ltd (MMCE) Anathaalye road Katihar	01/08/2019	31/10/2019	23

[View File](#)

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
DDE,MANUU,Hyderabad	15/03/2019	LEARNER SUPPORT CENTER	1374
IGNOU	01/06/2019	STUDY CENTER	4000

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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
2000000	1353929

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added

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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
NIL	Nill	NIL	2020

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	49252	5972000	Nill	Nill	49252	5972000

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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

NIL	NA	NA	Nill

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	64	2	1	0	0	1	2	20	0
Added	0	0	0	0	0	0	0	0	0
Total	64	2	1	0	0	1	2	20	0

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

<div align="center">

10 MBPS/ GBPS

</div>

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
NIL	NIL

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
1500000	0	11.5	4.92

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)

The college has transparent policies and procedures for better utilization of physical, academic and support facilities. The college attempts at optimum utilization of the facilities for the benefit of all the stake holders. Policies related to the academic and support facilities are framed keeping in mind the needs of the existing practices in pedagogy and specific requirements of the stakeholders. The available financial resources are optimised for maintenance of the facilities through the various committees constituted. Every student is introduced to all the facilities. The college and the concerned department help them in this regard. The science department helps the student in utilising the laboratory in proper way. The college library provides ample reading materials and books to the students. The process of purchase of books, its maintenance, weeding out old publications etc. are taken care of by the Librarian and the library staff. Books and journals are purchase based on the recommendations of the faculty members. Sports has been an integral part of the institution since its inception. There is a dedicated Physical Training Instructor (PTI) who along with the college Sports Officer has a room for administrative and storage purposes. College hires an electrician to look after routine maintenance work for all electrical installations. Plumbing and gardening work are taken care by specialised personnel under the supervision of the ECO club. The purchase committee on recommendations of development

committee looks after the purchase and maintenance of all IT related equipment and infrastructure. The multi tasking staff and laboratory staff look after the classroom and Laboratories. The college also maintains a complaint register and easily accessible complaint box and meetings are held during regular intervals in order to address the complaints, suggestions and feedbacks. As per norms the minor repairs expenses are sanctioned by the Principal whereas in case of major repairs the committee puts forward a request for sanction to the Principal. Quotations are invited after the sanction is granted by the Principal as per guidelines of the university. The Development Committee of the college takes action for major renovation or construction works. Different departments of the college put forth their requirements after discussion in a departmental meeting through HODs. Before the start of each academic session these requirements are analysed and are met wherever feasible as per rules. Voltage stabilizers and online UPS have been installed to safeguard the major electrical devices. The college has installed 15 KV Electricity Generators to ensure interrupted power supply and a staff member along with a caretaker and hired electrician monitors the functioning of this silent green DG set. All the desktops with printers and Wi-Fi connection are maintained on the basis of necessity. Ten computers have been made accessible for the faculty. CCTVs are also maintained during regular intervals. The "college website" is regularly upgraded and maintained by a professional IT company. The college is looking forward for more permanent staff in order to maintain its premises and provide a healthy environment to the students.

https://www.dscollegekatihar.in/

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	Nil	0	0
Financial Support from Other Sources			
a) National	Post Matric Scholarships Scheme for Minorities	1415	6576000
b)International	Nil	Nill	0
View File			

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
Minority free coaching program (Ministry of Minority, Bihar Govt.)	16/03/2019	60	Nodal Agency – Maulana mazharul haque arabi farsi University, Patna
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the	Number of	Number of	Number of	Number of

	scheme	benefited students for competitive examination	benefited students by career counseling activities	students who have passedin the comp. exam	studentsp placed
2019	**Minority Free Coaching Programme**	60	60	3	Nill
			View File		

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
9	7	10

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
NIL	Nill	Nill	NIL	Nill	Nill
		View File			

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	3	M.A IN ENGLISH	DEPT. OF ENGLISH, D. S. COLLEGE, KATIHAR	PURNEA UNIVERSITY PURNEA	P.hD
2019	1	M.A IN ECONOMICS	DEPT. OFECONOMIC D S COLLEGE, KATIHAR	PURNEA UNIVERSITY PURNEA	P.hD
			View File		

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
NET	Nill
	View File

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

Activity	Level	Number of Participants
INTER COLLEGE CRICKET TOURNAMENT	UNIVERSITY LEVEL	80

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
2020	NIL	National	Nill	Nill	Nill	NIL

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

The strong academic foundation of D.S. College, Katihar is reinforced by the view, that valuable skills, attributes and talents are nurtured through student participation in various academic as well as co-curricular and extra-curricular activities. Students Council of the college is a prominent student body. The students' union works to promote a harmonious relationship between the administration and students and forms a vital link between the two. The Student's Union Executive committee comprises President, Vice President, Secretary, Joint Secretary, Treasurer and eight central councilors. It is duly constituted through elections. Voicing the student's concerns, it attempts to achieve amicable solutions thereby improving the overall environment of the college making it more conducive for overall betterment of the students. The college has a good number of rich and vibrant student committees, to promote effective participation and engagement of students. The various committees of the College, to name a few, are Vidyottama, Jal Shakti Team, Eco-Club, etc. The College also has a devoted NSS wing, NCC wing, and Equal Opportunity Cell with elected and selected student members as representatives to promote successful engagement of students in community life and support students' growth and development into well-rounded citizens of future.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

8

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Nil

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 real touchstone of excellence in D.S. College is its emphasis on democratic decision-making. It follows decentralisation and participatory management in all activities through a well-established "committee system" which includes the

Academic Standards Committee, the Sports Committee, Anti-Sexual Harassment Committee, Internal Complaints Committee, the IQAC and the Staff Council among others as the major stakeholders. All policies and plans for University maintained colleges are drafted by a team of experts at a centralized level. The college enjoys greater autonomy in the implementation and formulation of policies at the micro-level. All the committees have evolved and are nominated by the head of the institution. With the committees in place, the and decentralised decision making at all levels, viz. departmental level, student level, curricular and extracurricular society level, every member of the community feels empowered. D.S. College, Katihar envisions facilitating development of youth as nation-builders through quality higher education. The institution aims to instill democratic values, tolerance, inclusivity, compassion and sensitivity, so that students become responsible citizens of the country and the world. The mission of the college is to adapt and grow with changing times and ideas of the new world. Apart from polishing the best, D.S. College, Katihar also caters to the growth of average students seeking admission in Purnea University, Purnia. While the IQAC in tandem with Development Committee of the college is mandated to ensure implementation, to direct and manage every aspect of these policies and plans, the Principal is executive head at the college level. In turn, the faculty members are delegated responsibilities through Staff Council committees. The Staff Council is a statutory body of the college and overseas all academic and other activities. Conveners and members of societies return to both the Council and the Principal with their experiences, learning and challenges, hence informing the college of implementation details and improvement possibilities. All levels of leadership make their respective action plans with regular meetings, which involve students at one end and the Principal at another. This participative platform allows students to champion their own inhibitions, and step towards achieving excellence in their pursuits. Within this structure, the scope of designing local quality policy and plans falls on the Staff Council committees that work with the vision of the college. The committees are all centered on making the college conducive to student's activities. Whether it is infrastructural development to meet the new pedagogical needs or offering recurrent opportunities of learning and exposure to the new batches, the college committees are committed to the students. IQAC maintains quality bench mark of the various academic and administrative activities of the college. The quality policy therefore is based on the interflow of the following steps: decentralization, student-faculty interaction outside of curriculum and continuum of teaching and learning process. The college has a culture of participative functioning which includes regular elections to the students Union for various posts viz. President, General Secretary, and treasurer etc. The union is invariably consulted in many policy matters. Further, the college has provision for committee

6.1.2 – Does the institution have a Management Information System (MIS)?
No

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
Curriculum Development	D. S. College, Katihar offers the curriculum prescribed by the UGC under Choice Based Credit System (CBCS). This system allows students to choose electives under generic, skill and discipline categories. Curriculum is revised by Curriculum Framework

	Committee and Syllabus Committees of the university in which many of our college teachers play key parts. Skill enhancement and General Elective courses increase student employability and knowledge of other disciplines. Departments organize seminars, lectures, and expert talks to enhance the understanding of students.
Teaching and Learning	Admission of students according to the current reservation policies of GOI and Govt. of Bihar ensure diversity and equal opportunities to all. Measures taken to enrich the teaching-learning experience include: Enhanced use of ICT tools, curriculum related study tours, documentary screenings, Mock Parliament Seminars, providing bilingual resources, enrolment into mentoring of students by faculty members.
Examination and Evaluation	As per Purnea University, Purnia academic calendar the college follows Continuous Internal Evaluation (CIE) with 30 percent weightage for Internal Evaluation. Some methods used by faculty to carry out Internal Evaluation include, Class Tests, Quizzes, MCQ tests, Mock Practical, Group Viva, Assignments, Presentations, , Field report analysis, online tests and assignments through Google classroom and class discussions.
Admission of Students	Registrations for admission to different courses at both UG and PG levels are done through the online admission portal of Purnea University, Purnia. E-mail ids and contact numbers of all members of Anti Ragging Committee, Internal Complaints Committee, and Grievance Redressal Cell are made available on the college website. Students can reach out and communicate to the members in person, through e-mail or through any of the multiple avenues available.
Library, ICT and Physical Infrastructure / Instrumentation	There are 16 lecture halls and 10 laboratories in the college, out of which 4 are ICT enabled. The Library has a sizeable stock of over 42000 books. The e-cataloguing of the books are underway. There is a designated reading room for the faculty members in the library with many reference books, 10 computers and wifi connectivity. Magazines and resources for competitive exam preparations (on student requests)

E-governace area	Details
Planning and Development	Minutes of important meetings of IQAC are uploaded on website for use in further planning. The college launched an online feedback mechanism through Google forms.
Administration	All notices, timetables etc. are put up on website. Advertisements for various positions, online registration forms for various seminars, link for alumni registration etc. are available on website.
Finance and Accounts	College has a dedicated software module for staff salaries, arrears, pension and Income tax calculation. Every month, it auto generates the salary demand. The payments are all done digitally through RTGS/NEFT. The PFMS platform is operational.
Student Admission and Support	Practices that are student-centric include: • Online registration and payment of admission and examination fees through the payment gateway of the university. • Strict observance of Govt. Rules for Reserved Categories. • Online Admit card generation. • Uploading of timetable on website before the start of semester. • E-mail ids and contact numbers of members of Anti Ragging Committee, Internal Complaints Committee and Anti Sexual Harassment Committee are available on website.

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	Nill
2020	Nil	Nil	Nil	Nill
[View File](#)				

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)
2020	Nil	Nil	Nill	Nill	Nill	Nill

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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
FDP	1	01/05/2020	12/05/2020	12
Refresher (ARPTT)	1	03/02/2020	17/12/2020	14
Refresher (BR Ambedkar Bihar University)	1	07/12/2019	20/12/2019	13
Orientation Programme (University of Burdwan)	1	25/07/2019	14/08/2019	21
Orientation Programme (University of Burdwan)	1	25/07/2019	14/08/2020	21
Orientation Programme (University of Burdwan)	1	08/08/2019	28/08/2019	20

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
6	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Medical leave: There is provision of 10 days medical leave with full pay or 20 days is allowed with half pay per annum. 2. Maternity Leave: There is provision for maternity leave with full pay for six months up to	1. Medical leave: There is provision of 10 days medical leave with full pay or 20 days is allowed with half pay per annum. 2. Maternity Leave: There is provision for maternity leave with full pay for six months up to	1. Medical leave: There is provision of 10 days medical leave with full pay or 20 days is allowed with half pay per annum. 2. Maternity Leave: There is provision for maternity leave with full pay for six months up to

a maximum of two children. 3. Child Care Leave: There is provision for child care leave with full pay for 24 months up to a maximum of two children till their attainment of 18 years of age. 4. Casual leave: Twelve days of casual leave is permissible per year for all employees. 5. Earned leave: Twelve days of earned leave per year for teaching staff and 30 days for non-teaching staff is permissible. 6. Group Insurance Scheme: employees are covered under this insurance scheme by paying a premium of Rs 80/-month. 7. Loan: Loan for purchase of House/ Flat Scooter/Car/Computer is granted as per Government fixed interest rate. 8. Provident Fund Advance: An advance can be granted upto 7/8th of the amount at credit. 9. Conveyance charges: Conveyance charges incurred or official work are reimbursed as per entitlement. 10. Study Leave: Study Leave for pursuing higher education for a maximum period of six months is granted to Teachers with salary excluding conveyance allowance. 11. Duty leave: Duty Leave is granted to teacher for conducting examinations, attend Conference/Seminar /Symposia and official meetings. 12. Special Leave: Special leave of two days per month for the lady faculty.

a maximum of two children. 3. Casual leave: Twelve days of casual leave is permissible per year for all employees. 4. Earned leave: Twelve days of earned leave per year for teaching staff and 30 days for non-teaching staff is permissible. 5. Group Insurance Scheme: employees are covered under this insurance scheme by paying a premium of Rs 80/-month. 6. Loan: Loan for purchase of House/ Flat Scooter/Car/Computer is granted as per Government fixed interest rate. 7. Festival Advance (for Non-Teaching Staff): A maximum of Rs 8000/- for group D staff and a maximum of 12000/- for group C staff is allowed as festival advance. 8. Provident Fund Advance: An advance can be granted upto 7/8th of the amount at credit. 9. Conveyance charges: Conveyance charges incurred for official work are reimbursed as per entitlement. 11. Duty leave: Duty Leave is granted to teacher for conducting examinations, attend Conference/Seminar /Symposia and official meetings. 12. Special Leave: Special leave of two days per month for the lady staff.

a maximum of two children. 3. Casual leave: Twelve days of casual leave is permissible per year for all employees. 4. Earned leave: Twelve days of earned leave per year for teaching staff and 30 days for non-teaching staff is permissible. 5. Group Insurance Scheme: employees are covered under this insurance scheme by paying a premium of Rs 80/-month. 6. Loan: Loan for purchase of House/ Flat Scooter/Car/Computer is granted as per Government fixed interest rate. 7. Festival Advance (for Non-Teaching Staff): A maximum of Rs 8000/- for group D staff and a maximum of 12000/- for group C staff is allowed as festival advance. 8. Provident Fund Advance: An advance can be granted upto 7/8th of the amount at credit. 9. Conveyance charges: Conveyance charges incurred for official work are reimbursed as per entitlement. 11. Duty leave: Duty Leave is granted to teacher for conducting examinations, attend Conference/Seminar /Symposia and official meetings. 12. Special Leave: Special leave of two days per month for the lady staff. 1. Free studentship for all the girl students. 2. Kanya Utthyan Protsahan Yojana. 3. National Scholarship Programme for Minority Scheme. 4. National Scholarship Programme for BC, EBC, SC, ST, and Disabled. 5. Central Sector Scheme of Scholarships for College and University Students.

	6. Student Credit Card. 7. Ramp for the disabled students. 8. Mentorship for slow learners.

6.4 – Financial Management and Resource Mobilization

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

The College, being a constituent unit of Purnea University, Purnia, there is provision for internal audit to be done by the Audit Committee of the University every year. However, internal audit of the college has not been done by the University Audit Committee since 2018. The external audit is done by the office of the Director General of Audit Central Revenues on behalf of Comptroller and auditor General (CAG) of India. Whenever any audit objection arises, it is noted for compliance and the head of the institution is informed. Head of the institution then undertakes the required corrective measures. The auditing could not be done in the last financial year as the government of Bihar did not appoint any auditor for the same purpose. The details of external audit are as follows: External Audit for Financial Year Dates 2015- 2016 21.03.2017 to 27.04.2017 2016- 2017 Audit not done 2017- 2018 Audit not done 2018- 2019 Audit not done 2019- 2020 Audit not done

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
00	0	00

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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	Nill	No	Nill
Administrative	No	Nill	No	Nill

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

D. S. College, Katihar believes in the holistic development of students by acquiring inputs from all stakeholders. Though the college does not have a formally registered parent-teacher association, yet interactions of teachers with parents keep happening as and when required. 1. Faculty members and college maintain attendance record of students. If a student shows poor attendance, then parents are notified about the same by faculty members and Principal and subsequently meetings are arranged by the college authority with the concerned parents to ensure proper attendance of their ward. 2. The parents are invited on orientation day and annual prize distribution functions also. 3. The IQAC has recommended formal Parent-teacher meetings in the coming session and their feedback and expertise will be utilized for betterment of college.

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

No development programme was organized for the support staff at the college

level. Neither did any of the support staff undertake any training anywhere during the period from the 1st of June, 2019 till the 31st of May, 2020.

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

Review of Peer Team Report: Consequent upon the NAAC Peer Team visit of the college from 16 January, 2020 to 18 January, 2020, and the accreditation of the college the review of the Peer Team Report has become necessary. It is decided that the copies of the report may be disseminated among different stakeholders to find out the lacunae in the institutional preparedness for the accreditation process. Establishing Feedback Mechanism: It is decided that the college will evolve a constructive feedback mechanism for teaching-learning and other aspects of the college which should further be used for improvement and quality assurance. Formation of Alumni Association: D. S. College, Katihar has made a special niche for itself in the past six decades. The alumni of the institute spread through all walks of life. Never has this large mass of ex-students been brought into the mainstream. The IQAC understands the potential of the alumni of the college. Hence, it is resolved that the IQAC will initiate the process for the formation of a functional Alumni Association, and get it registered in the near future.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
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	Meeting With Student	08/07/2019	08/07/2019	08/07/2019	690
2019	Meeting With Teachers	09/09/2019	09/09/2019	09/09/2019	21
2019	Meeting With Non-Teaching Staff	23/11/2019	23/11/2019	23/11/2019	16
2020	Meeting With Alumni	21/01/2020	21/01/2020	21/01/2020	7
2020	Institutionalizing Feedback Mechanism	07/04/2020	07/04/2020	28/05/2020	1977
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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
Orientation Programme for the Freshers	16/08/2019	16/08/2019	35	20
Seminar organized on Gender Sensitization	04/03/2020	04/03/2020	43	26

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
• Environmental awareness campaigns by organizing rallies under NSS Units. • Department of Botany has conducted field trips to Biodiversity parks and study tours to create awareness and conservation of biodiversity among the students. • Herbal garden started and maintained. • Gardening landscaping is ongoing. • Cleanliness drives being conducted through NSS and all faculty and staff following a schedule. • Tree plantation drive conducted every year on the 5th of June. • Action initiated towards building rainwater harvesting system. • Waste segregation is being practiced. • Medicinal Plants list has been prepared and shared with students. • Botanical naming of plants has been done.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	7
Provision for lift	No	Nill
Ramp/Rails	Yes	7
Braille Software/facilities	No	Nill
Rest Rooms	Yes	7
Scribes for examination	Yes	2
Special skill development for differently abled students	No	Nill
Any other similar facility	No	Nill

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	1	09/09/2019	1	Water Conservation	Depletion of Ground Water Table and	60

| 2019 | 1 | 1 | 10/09/2019 | 1 | Banning Single Use Plastic | Hazards of Plastic Usage | 55 |
| 2020 | 1 | 1 | 25/01/2020 | 1 | National Voters' Day | Importance of suffrage | 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)
NIL	Nill	NA

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Gandhi Jayanti/ Swachhta Divas	02/10/2019	02/10/2019	60

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

 • Herbal garden –Established in July 2019. Trees have been counted and their scientific Names have been written. • Two bio-degradable waste composting pits has been dug in the college and is fully functional, students are being made aware of it. • Waste segregation is being practiced in the college through green and blue bins. • Tree plantation programme is carried out every year on the 5th of June. • Cleanliness drives being conducted through NSS and all faculty and staff following a schedule.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best practice- I: Title of the Practice: Gender Awareness and the Empowerment of Women The Context: The need was felt to study gender within an interdisciplinary and comparative framework, thereby providing the space for creating a vibrant community of students, activists and artists concerned with the issues of gender, sexuality and the wider issue of power in the society. The college community while fully engaged in empowerment of young women through Internal Complaints Committee and Anti-Sexual Harassment Committee further involve various department students and faculty by organizing specific events ranging from conducting orientation programme for the newly inducted first year/semester students of the college to organizing seminar on the cross-cutting issue of Gender Sensitization. Other imperative frames that provided a context for this practice included addressing Safety and Security of female students, Environmental Issues, Prevention of Drug Abuse, etc. Objectives: The primary aim is to produce an awareness and sensitivity towards gender and women's issues. This would lead further to the empowerment of young women by providing them with strategies to achieve sustainable goals for personal, academic and social growth creating responsible citizens for nation building. The Practice: As a part of the Women Welfare Advisory Committee, its students' wing, called Vidyottama Club, enthusiastically implements its activities. In the year 2019-20, several activities were conducted with the active help of the Department of Urdu and Department of Education. The seminar on Gender Sensitization was facilitated by Dr. Prerna Mandhyan, an active researcher and social entrepreneur on 04 March, 2020. Dr. Arshi Khatun, an accomplished

scholar and social activist also graced the occasion. The thoroughly enthralling talks delivered by both the speakers focused on gender equality in the society and women's empowerment. Evidence of Success: The vision of creating an inclusive learning community has led to the success of D. S. College students establishing themselves on the national arena in terms of service to society. The following are some indicators of the success of the practice of empowerment that begins with awareness: ? Programmes were held to support the victims of domestic violence in the nearby locality of Hariganj Mohalla. ? The college has Gender Studies and Women's Issues integrated into the curriculum of various departments that creates a robust atmosphere for taking up women-centric topics at the doctoral level research. For example, Renu Kumari, an alumina of the college, presently enrolled for doctoral research programme in the Department of English, Purnea University, Purnia is working on 'The Psychological Aspects of Female Characters in Select Novels of Anita Desai'. The title of the doctoral dissertation of Nida Zaki, an ex-student of the Department of English, D.S. College, Katihar, presently enrolled for doctoral research programme in the Department of English, Purnea University, Purnia is 'An Enquiry into the Identity of Muslim Women: A Study of Selected Muslim Women Novelists' Problems Encountered and Resources Required: Though there are problems which are encountered in the effective implementation of a practice such as creating Gender Awareness and Empowering Women, its long-term benefit and impact has been tangible. The challenges include the lack of support from external agencies, vulnerability of young women, and need for better networking amongst institutions to mention a few. The lack of resources to conduct programmes has been one hindrance for the conduct of many programs. Best Practice-II: Title of Practice: Clean and Green Campus Goal: Clean and green campus is one of the fundamental aspects of any academic institution. D.S. College, Katihar keeps the campus clean and green by engaging fourth grade staff. The college NCC unit, along with three NSS units, engages the students to actively take part in the green initiative of the college. Context: At the college level students are made aware of the consequences of environmental plunder. The necessity for aforestation and the conservation of greenery are among top most priorities of today. The students are sensitized through various events about the maintenance of the eco-friendly milieu of the college. Practice: In order to make the campus clean the college has put many dustbins at common corners of the campus. The burning of dried leaves is strictly avoided. The bio-degradable solid waste of college is dumped in the vermi-compost pits where it is turned into manure. The plantation drive is regularly organized by college administration with the help of NSS and NCC volunteers. On the 5th of June every year environment awareness and cleanliness march is organized by students, NCC and NSS volunteers. Besides, this college, to a large extent, has replaced CFL bulbs with low power consuming LED bulbs. Students and staff of the college are encouraged to use bicycle instead of motor bikes and cars. We have been able to ensure a plastic free and smoke free campus. Evidence of success: The College has clean and green campus. There are plenty of old trees and plants inside the campus. The fields of campus covered in dense green grass. Watering and cleaning is done regularly by college students which makes it a beautiful campus. We have installed several solar-rooftop panels which power a small segment of the building. Challenges: The College is situated in the outskirts of Katihar town. It has a very big campus. There is a Botanical Garden in the college. But due to lack of funds and staff it is very difficult to maintain the eco- friendly atmosphere of the college. There is the requirement of plenty of Solar Panels to make the campus self sufficient in energy requirement.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.dscollegekatihar.in/Best_practices.aspx

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

Institutional Distinctiveness The performance of the institution in one area distinctive to its vision, priority and thrust Since its inception (1953) D.S. College, Katihar has put premium on imparting quality education with thrust on equity and access. Considering social antecedents/origins of its clientele, systematic efforts have been made over the decades to create an inclusive eco-system in the college where students are enabled to realize their full potential/creative energies. The Equal Opportunity Cell (EOC) was established in the college as a supplementary to IQAC. It strives to enhance institutional inclusiveness and sensitize students from weaker sections of society about their entitlements as provided by the Constitution of India as well as to bring about improvement in their academic performance. Through this body students are informed of different initiatives of the State to empower them to realize their potential, undeterred by historical baggage that they carry. As education is an enabling instrument they are exposed to writings of leading social philosophers. To begin with the EOC launched a drive to register students from social segments such as SC/ST/OBC/Women/persons with disabilities/Minorities. Now more than 50 students are registered with the cell. Out of the registered ones a formal leadership has emerged which is drawing a blue print for the future. They are being mentored by a section of teachers, who too have braved challenges /deprivations to become triumphant in their lives. Recently they organized an interactive session which provided students an opportunity to express their views on prevailing social structures/practices such as caste and gender driven inequities and discriminations. The uniqueness of EOC of the college lies in the fact that it enhances the institutional inclusiveness leading to greater participation of all segments of admitted students besides identifying the slow learners thus helping the college to prepare a customized plan for their academic improvement. Thus by dint of its various initiatives it justifies the existence of institutions of higher learning as a bulwark against socially regressive mind-sets and approaches.

Provide the weblink of the institution
https://www.dscollegekatihar.in/Institutional Distinctiveness.aspx

8.Future Plans of Actions for Next Academic Year

Plans of institution for the year 2020-2021 The Institution plans the following for the next academic year: 1. Promotion of research opportunities for students faculty members. 2. Making the institutionalized feedback mechanism more robust. 3. Establishment of a full-fledged Alumni Association and getting it registered. 4. Creation of a Yoga Centre and organizing stress management workshops for students and staff. 5. Incorporation of MIS based systems in the College and greater integration of ICT based set up. 6. Developing and promoting innovation in teaching-learning methodologies. 7. Enhancing the application orientation of the curriculum by incorporating more field work, guest lectures, projects and training based internships. 8. Increasing industry-academia interface through consultancy and projects. 9. Ensuring greater participation of the students in policy-making by providing more space for their representation. 10. Enhancing the role, accuracy and timelines of information for student support. 11. Promoting young faculty members to undergo Orientation Programme, Refresher Course, FDP, FIP, different workshops, etc. conducted by various HRDCs across the country. 12. Organizing international and national webinars/seminars/conferences/workshops on various relevant issues. 13. Organizing capacity building programme for non-teaching staff. 14. Making the campus disabled-friendly. 15. Landscaping and beautification of the campus. 16. Promotion of inclusiveness and better

environmental practices in the College such as greater adoption of solar energy, Solid Waste Management and Water Resource Management.