



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	ANUGRAH MEMORIAL COLLEGE, GAYA
Name of the head of the Institution	PROF. (Dr.) M.S. ISLAM
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	06312223225
Mobile no.	7061096394
Registered Email	amcollegegaya@gmail.com
Alternate Email	amritendughosal01@gmail.com
Address	Katari Hill Road, Gaya
City/Town	Gaya
State/UT	Bihar
Pincode	823001
2. Institutional Status	

Affiliated / Constituent	Constituent
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Amritendu Ghosal
Phone no/Alternate Phone no.	06312223225
Mobile no.	7061096394
Registered Email	amcollegegaya@gmail.com
Alternate Email	amritendughosal01@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://amcollegegaya.ac.in/pages.php?Url=aqar
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://amcollegegaya.ac.in/pages.php?Url=Academic-Calendar

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	C	1.78	2019	26-Nov-2019	25-Nov-2024

6. Date of Establishment of IQAC

28-Mar-2019

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
IQAC Meetings	19-Mar-2020 02	6
IQAC Meetings	13-Feb-2020	6

	02	
IQAC Meetings	10-Jan-2020 02	6
View File		

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
N/A	N/A	N/A	2020 0	0
View File				

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 :	3
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)

1. Collection, Compilation and Analysis of feedback forms of students and teachers. 2. Organizing IQAC meetings for future planning and monitoring of teaching learning and college events. 3. Integration of college data with the progressing MIS. 4. Maintenance and upgradation of the college library. 5. Maintenance and upgradation of college website.

[View File](#)

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	Achievements/Outcomes
Updating of College website, Updating of College Library, Facilitate student	College website was updated with latest information and IQAC details, Books

support and feedback, Developed teachers feedback format, Expansion of college MIS.

were barcoded and Autolib was integrated, Student feedback form was distributed, collected and analyzed, Teachers feedback form was distributed, collected and analyzed, Computerization of departments, office sections, biometric attendance and library was accomplished.,

[View File](#)

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Advisory-cum-Academic Committee, Admission Committee, I.C.T. Committee, IQAC Committee, Library Committee	19-Mar-2020

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

Yes

Date of Visit

21-Nov-2020

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

15-Feb-2020

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The Management Information System of the college is under development. Over the past year various information of the college has been integrated with the progressing MIS. At present the MIS of the college is partial. The following are the areas in which MIS has been expanded: 1. The office tallies have been connected to the college MIS. 2. The attendance of the teaching and nonteaching employees of the college is registered with Biometric system of attendance. 3. The student data list along with all student related information has been integrated in the office systems. 4. The library information and books have been barcoded and connected to the

AutoLib software. 5. The admission of students are conducted online. 6. The college website is updated with the latest information regarding courses, events, contacts and student support. 7. Study material, tests and online classes are conducted through various online applications and the content of all courses are uploaded on the college and university website. 8. The campus is under surveillance of a system of CCTV cameras for the safety and security.

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

Anugrah Memorial College, Gaya an institute befittingly christened in memory of the legendary Bihar Vibhuti Dr. Anugrah Narayan Singh, one of the architects of modern independent Bihar, was founded on 18th June 1964 as a result of untiring efforts of Sri Ramaballabh Prasad Singh. The college started with intermediate courses and later branched into nearly twenty undergraduate Honours & General degree courses in faculty of Humanities, Social Science, Sciences and four Vocational / Professional Honours Degree Courses including B.Ed. under its canopy. The college fraternity have relentlessly been working towards the embodiment of our motto i.e. to inculcate the relevant knowledge to time which is the supreme treasure, and striving in the direction of providing wings to our students while remaining rooted to the ground. That's why it is gathering blossoms in all spheres of human education, curricular and extra-curricular and is turning a benediction to the community and society at large. This college was converted into a constituent unit of Magadh University, Bodh-Gaya in 1980. It has gained recognition of UGC under section 2(f) and 12B act 1956 in year 1983. The physical situation of the college is in the heart of Gaya town on south skirts of Katari Hill Road in a lush green campus of 23 acres of land. It has a number of double-strayed buildings accommodating the faculties of Humanities, Social Science, Science, Vocational / Professional courses, B.Ed. with almost all types of students support units such as NSS, playground, Horticulture, Vehicle Shed, Girls' hostel, Laboratories, Central Library, Gymnasium, Conference hall, Computer Centre, Network Resource Centre, Girl's & Boys Common room etc. The College is managed and maintained as per law under the authority of the Government of Bihar and the chancellor of the universities of Bihar. All departments including the department of vocational / professional studies and department of education are directly governed by the Magadh University, Bodh-Gaya through its authoritative statutory bodies. Vision: The college shall strive to promote excellence in quality of teaching, research and cocurricular activities keeping in view the present challenges of globalization, the college is incessantly and vigorously working in the direction of providing quality education and broadening the frontiers of knowledge. Mission: To strive to provide intellectually developed socially concerned, morally upright, truly patriotic and spiritually oriented citizens for the nation. Being a constituent unit of Magadh University, Bodh Gaya, the college follows the academic calendar, curriculum and evaluation process of the university. Along with the traditional courses, the college also runs self-

financed professional courses. The college maintains record of students according to different parameters and the report is regularly sent to the university. The academic and campus facilities are managed by the various committees comprising of the teachers of the institution. The college conducts regular online classes and the e-content and other records are maintained and regularly updated on the college and university website. The institution is dedicated to develop the academic and administrative climate to provide learning opportunities to the students.

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	Nil	Nil	0	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	Nil
View File		

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
Nil	Nil	Nil

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
Nil	Nil	Nil
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	Nil	Nil
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No

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

Feedback Obtained

The college has designed and developed feedback system for students and teachers. The feedback of students are collected on three parameters viz. Academic, Library and Administration. The students are encouraged to respond to issues regarding the completion of syllabi, communication of teachers, doubt clearance and attention to academically weaker students. Suggestions for development is also sought. The students are encouraged to respond regarding the facilities of library, availability of books, and cooperation of the library staff. The students are also asked about the ease of administrative matters wherein they are encouraged to respond to issues of cleanliness on campus, greenery, basic civic amenities and grievance redressal. The college also gathers feedback from the teachers where they are requested to respond to issues regarding the syllabi, employability of the students after the curriculum, resources and facilities for teaching improvement and programme outcome of the syllabi. The teachers are also asked to give their suggestions for curriculum improvement and updating. The feedback system will be added to the college website with unique identifications given to each stake-holder so the processing of the feedback can be managed more efficiently. The feedback system is currently being expanded to parents and alumni and the next feedback cycle and its analysis will be entirely digital and comprehensive.

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	Information Technology	40	Nil	6
MLibISc	Vocational	40	Nil	40
BLibISc	Vocational	60	Nil	60
LLB	Vocational	120	Nil	120
BSc	Information Technology	90	Nil	2
BCA	Vocational	90	Nil	74
BBM	Vocational	120	Nil	9
BEd	Vocational	100	Nil	74
BSc	Honours	768	Nil	575
BA	Honours	960	Nil	619

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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	Number of fulltime teachers available in the institution teaching only PG	Number of teachers teaching both UG and PG courses

			courses	courses	
2019	1194	Nil	21	Nil	Nil

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	Number of smart classrooms	E-resources and techniques used
21	21	7	9	9	10
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 institution has various facilities and structures in place for the all-round mentoring of students. The college conducts classes in both online and offline modes. There are ICT enabled classrooms and smart classrooms that help in optimum capacity teaching and learning. The college library is enriched with books along with additional books in departmental libraries. Online learning resources, online databases and e-journals etc are also used in the process of teaching along with other ICT methods. These resources are best used not only to give new horizons of academic opportunities to quick students but also to support academically weaker students with extra classes, doubt clearance sessions and class-tests. The Grievance Redressal Cell-cum-Internal Complaint Committee and Anti-Ragging and Prevention of Sexual Harassment Committee ensure a safe campus environment for the students where they can learn and grow at their pace. The alumni body of the college is currently being set up as a registered society and very soon it will be in its proper functioning state. The students of the vocational courses are advised and mentored by the faculty members in the process of initiating field-trips is underway. The students are facilitated to apply for state scholarships and the institution encourages them to be studious and self-sufficient. The college in recent times is strengthening its N.S.S. and in the next session more N.S.S. activities will be conducted on and off campus. The students of the institution are also given facilities to learn and practice performing arts like music, dance and theatre. The college actively functions to mentor students in all aspects of academic life whether curricular, co-curricular and extra-curricular. Due to the Covid-19 pandemic the on-campus activities have suffered but framework is already in place so in the coming session the college activities regarding student mentorship can be further strengthened.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1194	21	1:57

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
62	21	41	Nil	19

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
Nil	Nil	Nil	nil
View File			

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
LLB	LLB	3	21/08/2019	11/09/2019
MSc	MSc IT	1	24/09/2019	18/01/2020

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

University guidelines are strictly adhered to with respect to evaluation process. The schedules of internal assessments are communicated to students and faculty in the beginning of the academic year through academic calendar which is prepared based on the university academic calendar. Before a week internal exam time table is displayed on the notice board. Questions are framed, such that they adhere to university standard. The subject handling faculty prepares question bank that covers equal number of questions from each unit, covering all the topics Department internal exam coordinator under the guidance of HOD, checks for the standard of the question bank. College Internal exam Coordinator along with an given to the internal exam coordinators of the department on the day of test, after approval from the Principal. Internal exam coordinator ensures smooth conduction of test and proper valuation of internal books. A centralised valuation system is followed. Marks are entered in both soft and hard copies.

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

Being a constituent unit of Magadh University, Bodh Gaya, the college follows the academic calendar of the university. Academic and exam related matters are guided by the university. The academic calendar provides date of commencement of the academic session, highlighting teaching days, events planned, state government and local holidays. The teaching plan according to faculties is prepared by the individual departments under guidance of the concerned staff council.

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://amcollegegaya.ac.in/pages.php?Url=Program-Outcomes>

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
LLB	LLB	Vocational	137	136	99.27
MSc IT	MSc	Vocational	5	5	100

[View File](#)

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://amcollegegaya.ac.in/pages.php?Url=student-satisfaction-survey>

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
Nil	0	Nil	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
Nil	Nil	

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	Nil	Nil	Nil	0
View File				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil
View File					

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
Nil	Nil

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)
Nil	Nil	Nil	0
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
Education	1
View File	

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	Nil	0	Nil	Nil
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	Nil	Nil	Nil	Nil	Nil	0
View File						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	55	Nil	Nil
Resource persons	Nil	13	Nil	Nil
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
Nil	Nil	Nil	Nil
View File			

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	Nil	Nil	Nil
View File			

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 activities	Number of students participated in such activities
Anti-Drug	N.S.S	Say No to Drugs	4	45
Traffic Safety	N.S.S.	Traffic Safety Rules	3	70

Aids Awareness	N.S.S	Aids Awareness Drive	5	40
Swachh Bharat	N.S.S	Clean Campus Green Campus	16	55
View File				

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	Nil	Nil	0
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/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	Nil	Nil	Nil	Nil	0
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
Nil	Nil	Nil	Nil
View File			

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
241	211

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Newly Added
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
View File	

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 partially)	Version	Year of automation
Autolib (OPAC)	Partially	2.0	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	765	Nil	Nil	Nil	765	Nil
Reference Books	261	Nil	Nil	Nil	261	Nil
Journals	182	Nil	Nil	Nil	182	Nil
e-Journals	3	Nil	Nil	Nil	3	Nil
Library Automation	1	Nil	Nil	Nil	1	Nil
Others (specify)	348	Nil	Nil	Nil	348	Nil
Others (specify)	8617	Nil	Nil	Nil	8617	Nil

[View File](#)

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	Nil	Nil	Nil

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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	100	4	1	4	1	4	8	20	0
Added	0	0	0	0	0	0	0	0	0
Total	100	4	1	4	1	4	8	20	0

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

20 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
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	recording facility
Media Centre is being developed	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 incurred on maintenance of physical facilities
241	211	Nil	Nil

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)

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 institution is placed in a 23 acre campus that is monitored and maintained regularly. The physical, academic and support facilities are maintained and supervised by the various college committees. The institution does not receive separate funds from the government other than salary of its staff, hence the development and maintenance of the infrastructure is done using the funds gathered from self-financed vocational courses. The following are the procedures and policies for maintaining and utilising physical, academic and support facilities of the college: 1) The Academic-cum-Advisory Committee monitors the teaching system of the college. It develops and executes the teaching plan, both online and offline, to maintain the pedagogic continuity of the batches. 2) The Admission Committee regulates the online system of admission which facilitates the students in hassle free admission process. 3) There is regular inspection and monitoring of the physical facilities of the institution. 4) The books of the library are regularly cleaned carefully as it contains 348 rare books and 8617 unique titles along with 31,120 books in total. The library reading room with internet connectivity, LCD, Magazine and Newspaper stands is maintained regularly. 5) The Planning and Development- cum- Beautification Committee supervises is regular cleaning of the campus, drinking water facilities, bathrooms for boys and girls, pest control, beautification and tree planting. 6) The Girls' Hostel is strictly secured with guards, CCTV cameras and maintained by staff dedicated for this purpose. 7) The Proctorial Board, Grievance Redressal Cell-cum- Internal Complaint Committee and Anti Ragging and Prevention of Sexual Harassment Committee supervises the law and order, security and welfare of the students on campus. 8) The departmental laboratories are regularly inspected and their stocks are maintained. 9) The internet broadband and campus wifi are outsourced and maintained by the college regularly. 10) The institution has RTI committee that promptly responds to the questions placed by various stakeholders. 11) Institutional Website: <https://amcollegegaya.ac.in/> 12) Website of College Library: <https://amcollegelib.org/>

<https://amcollegegaya.ac.in/pages.php?Url=procedure>

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	Nil	Nil	Nil

from institution			
Financial Support from Other Sources			
a) National	Post Matric Scholarship Scheme for Minorities	15	Nil
b) International	Nil	Nil	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
Nil	Nil	Nil	0
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 scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	Nil	Nil	Nil	Nil	Nil
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
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	Nil	Nil	Nil
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	Department graduated from	Name of institution joined	Name of programme admitted to
Nil	Nil	Data not available due to COVID-19	0	Nil	Nil

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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
Any Other	37

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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
Volley Ball	Inter-University	42
Kabbaddi	Inter-University	30

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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
Nil	Nil	Nil	Nil	Nil	Nil	Nil

[View File](#)

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

Being a constituent unit of Magadh University, Bodh Gaya, the college is a part of the student body election system. There is regular election of Students' Union representatives in the college where the teaching and non-teaching staff participate as officials and supervisors. The student representatives thus elected by the entire student body then represents issues concerning students' interests and welfare. The college administration has a cordial relationship with the student bodies and does its best to remedy the problems faced by them. The student representatives support in various college events like admissions, cultural programmes, educational and awareness drives and sports.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

10

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

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 following are the two practices of decentralisation and participative management in the 2019-2020 session: 1) The college administration is run by various committees with a high degree of autonomy. The development, management and supervision of the campus infrastructure, academic system, campus safety, cleanliness, student grievances, examination, sports and cultural events etc are conducted by the committees comprising of college faculty members. It has been found that this is a wonderful system of decentralization for efficient management of college administration. 2) The developing MIS has opened up the process of decentralization. The online admission system enables the students to apply to the college online instead of being stuck on the administrative window of the institution. The information of the college is available on the electronic and computer systems that can be accessed by anyone on campus or elsewhere. Such availability of information regarding the college administration, faculty contacts, library books, events, notices, academic schedule etc. empowers the students who are always encouraged to meet the principal, faculties in administration and heads of the departments regarding any issue they may be facing.

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

Partial

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	Anugrah Memorial College, Gaya is constituent unit of Magadh University, Bodh Gaya and follows the curriculum and syllabus prescribed by the University for All Courses. Individual colleges are not allowed to design their own curriculum. University revise their syllabus time to time for the different courses by curriculum development committee formulated by University, senior faculty members from this college have been a part of curriculum development committee.
Teaching and Learning	Anugrah Memorial College, Gaya have taken the following initiatives for the quality teaching and learning. • There are well qualified and experienced faculty members. • Adequate infrastructural facilities for teaching and learning are provided. • Computer laboratories with the latest configuration hardware and original licensed software are provided. • Faculty members are motivated to join orientation programme, refresher courses, workshop, and FDP , to upgrade their skills. • Faculty members are encouraged to pursue higher studies. • Students are encouraged to be more

	involved in, hand on activities, quizzes, presentation, skit etc.
Examination and Evaluation	As per University rules and regulations, annual Examinations are regularly conducted every year by the university. Besides these, continuous evaluation is done through class test, assignments, viva and presentation at college level.
Research and Development	<ul style="list-style-type: none"> • The faculty members are encouraged to publish their research contributions various national and international journals and conferences. • The college motivates the faculty members to attend research oriented seminars / workshops/conferences etc. • The college encourages faculty members to pursue Ph.D Programmes in reputed universities. • The college support researchers by providing well equipped laboratory and high end computing facilities with necessary software.
Library, ICT and Physical Infrastructure / Instrumentation	<ul style="list-style-type: none"> • The library holds 31,120 books of all disciplines. • The library subscribes News papers and Magazines which are made available to the readers in the reading room. • Books have been bar-coded and updated in digital catalogue. • The library usages the OPAC system of Autolib , version 2.0. • Library is strengthened by computer system , high speed Wi - Fi internet and LCD screen. • The library has its dedicated website (https://amcollegelib.org/)
Human Resource Management	<ul style="list-style-type: none"> • Salary and increment are given to teaching and non teaching members as per university norms.. • College grants Casual, Medical, on duty and special leave for its teaching and non teaching employee as per university rules. • Faculty members are entitled to avail summer and winter vacations as per university calendar.
Industry Interaction / Collaboration	Students are motivated to visit industries for their projects and summer training. This provides a unique and rare opportunity provided to students to learn the theoretical concepts practically.
Admission of Students	The admission procedure is done through online portal of Magadh University on the basis of merit cum choice.

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

E-governance area	Details
Student Admission and Support	Students are admitted to the institution by the centralized online portal of the university.

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
Nil	Nil	Nil	Nil	Nil
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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)
Nil	Nil	Nil	Nil	Nil	Nil	Nil
View File						

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
Induction/Orientation Programme for Faculty in University/Colleges /Institutes of Higher Education, Ramanujan College, New Delhi	1	26/06/2020	24/07/2020	28
84th Orientation Course, Organized by UGC-HRDC BHU	1	25/01/2020	14/02/2020	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching	Non-teaching

Permanent	Full Time	Permanent	Full Time
Nil	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GIS	GIS	National Post Matric Scheme, Students Credit Card Scheme (Government of Bihar)

6.4 – Financial Management and Resource Mobilization

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

Every year the institution conducts internal financial audit by competent chartered accountants. It is a regular process which is integrated in the normal functioning of the college.

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
Nil	0	Nil
View File		

6.4.3 – Total corpus fund generated

0

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	Nil	No	Nil
Administrative	No	Nil	No	Nil

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

1. Regular Parent- Teacher Meeting. 2. Feedback from parents is likely to be introduced. 3. Counselling of parents.

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

Nil due to Covid-19 Pandemic

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

1. Regular meeting of IQAC. 2. Inclusion of greater number of girl students in sports and NCC. 3. Enrichment of science laboratories.

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
2020	MIS expanded to various sections of the college.	13/02/2020	01/07/2019	30/06/2020	50
2020	Development of facilities for differently abled persons	13/02/2020	01/07/2019	30/06/2020	35
2020	Safe drinking water on campus with RO machines and water coolers.	19/03/2020	01/07/2019	30/06/2020	44

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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
None	Nil	Nil	Nil	Nil

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

Currently 10 of the power consumption of the institution is sustained by solar energy. Alternate energy sources are being expanded on campus and it is the vision of the college to expand it up to 40 in the upcoming sessions.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	5
Ramp/Rails	Yes	5
Scribes for examination	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational	Number of initiatives taken to engage with	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
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	advantages and disadvantages	and contribute to local community					
Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
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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	Nil	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Nil	Nil	Nil	Nil
View File			

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

1. Swachh Bharat Cleanliness drive.
2. Plantation Drive
3. Plastic free campus
4. Solar panels for alternate energy source
5. Preservation of plants in Botanical garden

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1) Digitisation of College Library: The library of the institution was established along with the college in 1964 and has served as a rich source of knowledge for the teaching and student community. It currently holds a total of 31,120 books of all disciplines among which are 348 rare books and 8617 unique titles. The library has been enriched over the years according to the changes of the academic system and requirements. Recently, the library has been digitized to expand the access of students and teachers to various catalogues, journals and books. The physical books of the library have been barcoded and updated in the digital catalogue. The library uses the OPAC system of Autolib, version 2.0. The library subscribes newspapers and magazines which are made available to the readers in the reading room. The reading room is further strengthened by computer system, high-speed wifi internet and LCD screen. The college library has its dedicated site (<https://amcollegelib.org/>) where students can access necessary information. The institution encourages students to make use of the library with all its recent digital upgradation in order to expand their horizon of knowledge.

2) Campus Cleanliness and Safety The institution recognises the value of a clean, green and safe campus for encouraging the staff and students to function at their optimum capacity. The campus actively participates in the Swachh Bharat Mission and it is made sure by the college administration that cleanliness and greenery is maintained in the campus. The college has a rich collection of trees and plants and its 23 acre land is opened at dawn for the students, staff and people of the area for morning walk and jogging. The plastic free campus and fields have sitting arrangements for resting and water coolers with RO machines for clean drinking water. The institution is currently expanding the use of solar energy and functional solar panels can be found across the campus. The rare plants are preserved and maintained in the botanical garden and the garden opposite to the administrative block contains manicured flowering plants. The security of the campus and the in-campus girls hostel is of prime importance to the institution. The security service is outsourced and conducted meticulously and professionally. There is a network of security cameras all over the campus to

discourage miscreants. The local police station is kept in loop with the college events for further security. The security system of the institution is supervised by the Proctorial Committee.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://amcollegegaya.ac.in/pages.php?Url=best-practices>

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

The institution is located in an urban location and along with the students of the city, it also attracts students from the surrounding rural areas of different social and financial background. A big part of the student demography consists of rural background who have suffered due to lack of learning opportunities in their immediate living area and conditions. The institution has been working down the years as a centre of knowledge and opportunities not only for the urban students but also for the rural population, many of whom are first generation college students in their families. The institution has the opportunity to act as a source of wisdom and guidance to a huge number of underprivileged students, a big part of which are girl students. It is the vision of the college to expand the ambit of knowledge to different sections of the society and by opening its doors to students of the rural demography it is serving an important role in the development of surrounding villages and communities in addition to the urban students.

Provide the weblink of the institution

<https://amcollegegaya.ac.in/pages.php?Url=Institutional-Distinctiveness>

8.Future Plans of Actions for Next Academic Year

Future Plan of action for next academic year (2020-2021): ? Establishing a Music and Performance Arts Training Centre. ? Starting a new Trilingual, Multidisciplinary Research Journal. ? Completing the currently partial MIS of the college. ? Enrichment of the college library. ? Enrichment of computer labs and computer centre. ? Starting new undergraduate courses in Commerce, Geography, Public Administration, Home Science, Music, Magahi, Yoga Studies, Women's Studies, Functional English, Electronics, Add on course in Gender Equity. ? Develop a well- equipped Media Centre. ? Expansion of N.S.S. activities. ? Expansion of community outreach programmes and adoption of a local village. ? Extension Education Programmes. ? Registration of Alumni body as a society. ? More sports and games facility for girl students. ? Strengthen girls' hostel facility. ? Promote greater organisation and participation of teachers and students in Seminars, Workshops and Faculty Development Programmes.