SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

P. P. K. COLLEGE, BUNDU

AT- TAW, PO- BUNDU, PS- BUNDU, DIST- RANCHI
835204
ppkcollegebundu.in

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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

June 2024

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Introduction:

Panch Pargana Kisan College, Bundu was established in 1972. The college is situated in the lap of nature in the Chhotanagpur Plateau on National Highway - 33, Ranchi - Tata route, 43 Kilometer away from Ranchi, the capital of Jharkhand. "Dasam Fall", a famous water-fall is one of the natural beauties of this region. The famous "SUN TEMPLE is also located in Bundu. The college was converted into a constituent unit of Ranchi University in 1986. Here teaching upto graduation level both in Honours and Pass Course (as per CBCS course) in the faculty of Arts, Science and Commerce is imparted in the college.

The college follows the syllabus, curriculum and the annual calendar formulated by Ranchi University. The process of syllabus and curriculum is designed by the Board of syllabus committee through the participation of Dean, H.O.D. of P.G. Dept. of respective subject and experts. It is further passed by Academic Council.

The institution through H.O.Ds and teaching staff develops and deploys the following plans for effective implementation of the curriculum.

- Lesson Planning
- Monitoring by HOD's and the Principal
- Internal (MID SEM) and External (University) Examinations
- Seminars & Debates and Workshops
- Staff meetings

Vision

Vision:

*Providing a healthy environment for higher education and to supplement it with effective infrastructure resources.

*Imparting quality education to the students.

*Acquiring and sharpening appropriate learning skills, knowledge and conception.

*These are communicated through imparting education by means of lectures, experiments, minor as well as major research programmes keeping in view the development of higher education in the backward and tribal area in which the institution is situated.

Mission

Mission:

*To impart quality higher education and skill among the students in order to create a quality human resource for the country along with inculcating human, social, democratic, environmental and nationalistic values in them.

*To improve their personality by developing the attributes of determination, initiatives skills, positive approach, optimism, scientific temper and human values.

*To make students academically and psychologically confident to be at par with any other promising students of the institution of excellence.

*Updating their knowledge in different fields of specialization, familiar with the new technologies and develop their understanding towards the emerging areas and the requirements of society and thus enhancing the scope of employment.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Hostel Faciliities for the poor students.
- Very Good infrastructure facilities in this campus.
- Solar Panels fitted for power back up and regular use.
- Co-curricular activities are organised which disseminate awareness and impart training and skill to the students.
- Value Orientation - P.P.K. College Bundu, which educates tribal and backward communities as well as other communities which are deprived of higher education facility due to poverty.
- This institution makes enormous effort to lead them towards the light of wisdom.
- Eco-Friendly Campus - The College is located in a hilly and peaceful environment which makes teaching and learning a memorable experience.
- Dedicated Staff- The commitment and dedication of the teaching and administrative staff help the college in realizing its objectives.
- Student Friendly Campus- Good teacher-student relationship is maintained in the campus. This helps teachers to identify the educational needs of the students and the problems they face. This helps students to have a freedom of mind and to arouse their critical aptitude.
- Additional Skill Acquisition Program - Students are given career orientation and training for acquiring additional skills with the help of external experts and coordinators who make all efforts to equip the students for employment.

Institutional Weakness

- Rural Backwardness - The rural setting of the college negatively affects its growth when compared to colleges in towns and cities. Consequently, the college has less access to industrial environment and knowledge centers of major cities. It is distanced from several possibilities of cities and towns and companies rarely approach the college for campus placements.
- Low Cut-off Marks - Admission of low scoring students with poor learning skills and poor communicative skill in English are considered for the admission in degree courses.
- Shortage of Staff - Sufficient posts are not sanctioned by the Government in most of the departments

against approved student strength. Several sanctioned posts are vacant which can only be filled by the university and JPSC. This affects the quality of teaching.

Institutional Opportunity

- Curriculum - The teachers in the college with expert skills are capable of making the curriculum easily understandable to slow learners.
- Tribal Community Leadership - In the Governing Board of the college, two-third members are from the Scheduled Tribe community. This gives an opportunity for the college to provide special care for the firstgeneration learners from tribal communities to pursue higher studies. Thereby college acts as a transforming force.
- Community College and Industrial linkages – The college has availed the novel scheme of Community college by UGC by opening new doors for industrial collaboration. This will enable students to find a secure job of their choice.
- Alumni – The alumni association could be revitalized to act as a resource and leadership base for the college in future.
- Innovative Programs – College follows many innovative and best practices in teaching and learning. Such programs provide learning at a core level to generate the critical thinking of students and to increase their interest in studies. The college has the provision of crèches (Palana) to take care of babies accompanied with either students or examinees. 'Eco club' of students has been formed to create eco-awareness among the students with the help of posters and making the college campus plastic free. Different cleanliness programs have also been organized to create eco-awareness in the nearby areas. The club has also organized a few debates.

Institutional Challenge

- Government restrictions – Government restrictions on appointments result in shortage of staff for running the courses and administration smoothly and effectively.
- Drawbacks of University system – The Choice Based Credit System course ought to be properly supported by adequate number of teacher and proper infrastructure. There has been a demand by the local students for starting P.G. courses in the college. The university has made promises but it has not been implemented so far.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Curricular Aspects :

The college offers diversified programs in Arts, Science & Commerce faculties. A Self Financing Program in Bachelor of Computer Application for the Arts, Science and Commerce students is running here. The aim is to encourage students to be able to obtain skills in computer application so that they can compete with the urban youth in this field. As per the guidance of Ranchi University, Ranchi, the College runs the NSS (National Society Service),NCC(National Cadet Corps) and personality development cell for the physical, mental, social and moral development of the students. Feedback from the stakeholders and their expertise Knowledge and

competence is utilized for development for higher studies, research, employability and entrepreneurship among students. Language courses are prescribed to gain proficiency in the languages. Core, Elective, Skill Based courses are introduced to attain knowledge focused for the employability, entrepreneurship and skill development. Value based and non-major elective courses are prescribed to instil human and social values. On par with the revamping of curriculum components, the faculty enriches their Academic Input and keeps abreast with the technological instructional support. Activities related to learning competences and performances are carried out leading to placement training and opportunities.

Teaching-learning and Evaluation

Teaching-learning and Evaluation :

The college adheres to the university rules for admission to undergraduate courses. The number of SC, ST and OBC students is large in the college. Hence, teaching in the college is made easily accessible to the students from the said marginalized sections of the society. The academic calendar of the college is in adherence to the academic calendar of the university. The teaching plan of the departments is prepared by the concerned HODs and finalized in the staff meeting of the college under the chairmanship of the Principal. Before the commencement of regular classes, one day induction program is conducted for the newly admitted students. Evaluation at the departmental level is conducted to assess the learning ability and skill of the student.

Research, Innovations and Extension

Research, Innovations and Extension :

The college does not have any research Centre of the university. However, several teachers of the college have been supervising as Ph.D. guide under Ranchi University, Ranchi. Till now two Ph.D. have been awarded to Research scholars of this college, one in Botany and one in Zoology .Adequate facilities such as research oriented books/ journals/ e-journals/ computers/ laboratory equipments are provided for the students to pursue their Academic activities.

The Department of Botany has expertise in identification of plant and its nutritional values. So, some NGO's of Jharkhand have collaborated with the Department of Botany for hiring their services. For the benefit of rural students, there is collaboration between Department of Botany ,P.P.K.College ,Bundu and St.Xaviers College Ranchi for combined field visit, to visit each other laboratories and participation in Seminar of each other.

Infrastructure and Learning Resources

Infrastructure and Learning Resources :

The policy of infrastructure and learning resources is suitable to the basic requirements of degree level higher education of this rural and tribal area. The college always tries its best to make its infrastructure better but it is dependent on the university for the same. A new building of college with all facilities is being built and may tentively be handed over by December 2020.

Adequate facilities are provided for the development of Sports Skills for the students at various levels in terms of Indoor and Outdoor Sports Fields, Gymnasium, fitness centre, etc. Rest rooms for women, Transport, Students Amenity Centre, Public interaction System etc. are available. Provisions of ramps with handrails for most of the buildings are available. Most of the labs are located in the ground floor. The Internet facility is available for all faculty and students in campus. For ease of access, the entire campus has been made Wi-Fi enabled. LCD projectors and Interactive Panel/smart digital boards are available for ICT enabled teaching. Computer with the internet facility are available for the use of students and faculty. All information related to academic and administrative activities are uploaded and updated regularly. The students at different levels use well-equipped laboratories in the Science Departments. The institution has an open auditorium with elaborate seating arrangement and a closed auditorium for conducting College union activities, various Association Meetings, seminars/conferences etc.

Student Support and Progression

Student Support and Progression :

A prospectus is published by the college to give information about process of admission, details about facilities as well as departments and facilities for the students. The college is very particular to promote extra and co-curricular activities which form an additional academic support. Teachers and coordinators facilitate such programs.The institution provides a number of mechanisms for student support and progression. A very important point to note is that even student leaders are elected based on their merit. The students are encouraged to participate in inter-collegiate, intra- and inter university sports tournaments and cultural competitions. Numerous numbers of State and National scholarships for the meritorious students are available for the benefit of the poor and needy. All the students belonging to SC/ST, and OBC communities are highly benefitted. The institution conducts soft-skill development, career counselling and personal enhancement sessions for the students by inviting external experts. Training and placement cell (CSC Centre) provides pre-placement guidance to the students. Special coaching and study materials for all the students who prepare for various competitive examinations are provided. Career counselling cell provides information to the students regarding the choice of career in different fields. E-Learning centre makes the e-contents available. Students with impaired vision are provided scribers. Grievance Cell looks into the grievances of students and proper solutions arrived. The college has an Anti-ragging and Anti-sexual harassment committee.

Governance, Leadership and Management

Governance, Leadership and Management :

The college is the center of higher education in a rural and tribal area with a vision of imparting quality education without any discrimination on the ground of caste, religion or gender. The college has many layers of leadership for fulfilling its vision and mission. The Principal is at the top of management which follows a practice of planning with the participation of teaching and non-teaching staff of the college in the light of the direction of the university.To ensure quality in the existing Academic and Administrative systems, an Internal Quality Assurance Cell is constituted and functioning in the institution. The IQAC not only monitors the quality aspects, but also plans the activities within the college and ensures quality education. Effective governance is made through various Statutory Bodies, the Governing Body, Academic Council, Boards of Studies and Finance Committee etc, and non-Statutory bodies like, Grievance Appeal Committee, Examination Committee, Admission Committee, Library Committee, Women protection and anti-sexual Harassment Committee, Anti-

Ragging Committee, Students Welfare Committee and Academic Audit Committee etc. are formed as another mechanism to ensure good governance. The leadership provides clear vision and mission to the institution. The functions of the institution and its academic and administrative units are governed by the principles of participation and transparency. Efforts are made to upgrade the professional competence of the staff. There are mechanisms evolved for regular performance appraisal of staff.

Institutional Values and Best Practices

Institutional Values and Best Practices :

P.P.K. College, Bundu, Ranchi has an environment conscious campus and all efforts are made with utmost caution to protect nature for future. There is an emphasis on the measures like energy conservation, planting of trees and waste management in the college campus. Bundu is a malaria prone area hence department of Botany has searched a mosquito repellant plant in this area which repels mosquitoes in live condition.Gender equity promotion, climate change and environmental issues are taken care of by the respective organizations and cells formed in the institution. Tanks are constructed at different places for rainwater harvesting. The college conduct Green audit, Energy Audit, Environmental Audit from reputed agency of mumbai. NSS and NCC Unit of the college organised many social program in the college and outside the college. Solid/liquid and e-wastes are scientifically managed. Garden maintaining, tree planting, ban of plastics, dustbins are some measures adopted towards green practices. The institution has evolved many best practices that include mentor-mentee system, feedback analysis, office and examination automation, decentralized administration etc for the smooth functioning of the institution.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	P. P. K. COLLEGE, BUNDU
Address	AT- TAW, PO- BUNDU, PS- BUNDU, DIST- RANCHI
City	RANCHI
State	Jharkhand
Pin	835204
Website	ppkcollegebundu.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	MUKUL KUMAR	06530-255002	9631088409	-	ppkcollegebundu1972@gmail.com
IQAC / CIQA coordinator	AMARESH KUMAR	06530-9431118834	6200728180	-	amaresh.singh6504@gmail.com

Status of the Institution	
Institution Status	Government and Constituent

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Jharkhand	Ranchi University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	08-02-1989	View Document
12B of UGC	28-03-2014	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	Yes
If yes, name of the agency	MQA Certification Services
Date of recognition	13-06-2024

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	AT- TAW, PO- BUNDU, PS- BUNDU, DIST- RANCHI	Rural	7	11277

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Sanskrit, GEN	36	INTERMEDIATE	English + Hindi	50	0
UG	BA,Sanskrit, HONS.	36	INTERMEDIATE	English + Hindi	100	40
UG	BA,Urdu,GEN	36	INTERMEDIATE	Urdu	50	0
UG	BA,Urdu,HONS.	36	INTERMEDIATE	Urdu	50	0
UG	BA,Psychology,HONS.	36	INTERMEDIATE	English,Hindi	50	13
UG	BA,Psychology,GEN	36	INTERMEDIATE	English,Hindi	50	0
UG	BA,Political Science,HONS.	36	INTERMEDIATE	English,Hindi	300	171
UG	BA,Political Science,GEN	36	INTERMEDIATE	English,Hindi	50	0
UG	BA,Philosophy,HONS.	36	INTERMEDIATE	English,Hindi	100	15
UG	BA,Philosophy,GEN	36	INTERMEDIATE	English,Hindi	50	0
UG	BA,Panch Pargania,HONS.	36	INTERMEDIATE	English,Hindi	300	296
UG	BA,Panch Pargania,GEN	36	INTERMEDIATE	English,Hindi	50	0
UG	BA,Nagpuri, GEN	36	INTERMEDIATE	Hindi	50	0
UG	BA,Nagpuri, HONS.	36	INTERMEDIATE	Hindi	100	0
UG	BA,Mundari, GEN	36	INTERMEDIATE	Hindi	50	0

UG	BA,Mundari, HONS.	36		INTERMEDIATE	Hindi	100	86
UG	BA,Kurmali, HONS.	36		INTERMEDIATE	Hindi	100	59
UG	BA,Kurmali, GEN	36		INTERMEDIATE	Hindi	50	0
UG	BA,History, HONS.	36		INTERMEDIATE	English,Hindi	350	305
UG	BA,History, GEN	36		INTERMEDIATE	English,Hindi	50	0
UG	BA,Hindi,GEN	36		INTERMEDIATE	Hindi	50	0
UG	BA,Hindi,HONS.	36		INTERMEDIATE	Hindi	550	533
UG	BA,Geography,HONS.	36		INTERMEDIATE	English,Hindi	180	175
UG	BA,Geography,GEN	36		INTERMEDIATE	English,Hindi	50	0
UG	BA,Economics,GEN	36		INTERMEDIATE	English,Hindi	50	0
UG	BA,Economics,HONS.	36		INTERMEDIATE	English,Hindi	150	94
UG	BA,Bengali, HONS.	36		INTERMEDIATE	Bengali	50	0
UG	BA,Bengali, GEN	36		INTERMEDIATE	Bengali	50	0
UG	BCom,Commerce,HONS.	36		INTERMEDIATE	English,Hindi	100	16
UG	BSc,Zoology,HONS.	36		INTERMEDIATE	English,Hindi	80	61
UG	BSc,Mathematics,HONS.	36		INTERMEDIATE	English,Hindi	100	84
UG	BSc,Physics, HONS.	36		INTERMEDIATE	English,Hindi	50	15
UG	BSc,Geology	36		INTERMEDIATE	English,Hindi	50	12

	,HONS.		ATE	i		
UG	BSc,Chemistry,HONS.	36	INTERMEDIATE	English,Hindi	50	26
UG	BSc,Botany,HONS.	36	INTERMEDIATE	English,Hindi	50	8
UG	BA,English,HONS.	36	INTERMEDIATE	English,Hindi	150	128
UG	BA,English,GEN	36	INTERMEDIATE	English,Hindi	50	0
UG	BA,Sociology,GEN	36	INTERMEDIATE	English,Hindi	50	0
UG	BA,Sociology,HONS.	36	INTERMEDIATE	English,Hindi	50	35
UG	BCA,Bca,Vocational	36	INTERMEDIATE	English,Hindi	60	42
PG	MA,Sanskrit,	24	GRADUATION	English,Hindi	50	24
PG	MA,Political Science,	24	GRADUATION	English,Hindi	100	29
PG	MA,Panch Pargania,	24	GRADUATION	Hindi	100	30
PG	MA,Mundari,	24	GRADUATION	Hindi	100	22
PG	MA,Kurmali,	24	GRADUATION	Hindi	100	21
PG	MA,History,	24	GRADUATION	English,Hindi	100	29
PG	MA,Hindi,	24	GRADUATION	Hindi	150	39
PG	MA,English,	24	GRADUATION	English,Hindi	150	28

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				55			
Recruited	0	0	0	0	0	0	0	0	27	9	0	36
Yet to Recruit	0				0				19			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				48
Recruited	23	11	0	34
Yet to Recruit				14
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				10
Recruited	6	0	0	6
Yet to Recruit				4
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	3	2	0	5
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	11	0	0	11
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	3	6	0	9
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	5	1	0	6
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	4	1	0	5

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	1150	0	0	0	1150
	Female	1247	0	0	0	1247
	Others	0	0	0	0	0
PG	Male	121	0	0	0	121
	Female	258	0	0	0	258
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		**Year 1**	**Year 2**	**Year 3**	**Year 4**
SC	Male	119	66	102	112
	Female	60	66	76	89
	Others	0	0	0	0
ST	Male	484	310	307	346
	Female	359	243	367	388
	Others	0	0	0	0
OBC	Male	706	504	577	693
	Female	621	442	494	685
	Others	0	0	0	0
General	Male	104	106	91	63
	Female	76	77	74	60
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		2529	1814	2088	2436

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Multidisciplinary/interdisciplinary: Multidisciplinary or interdisciplinary learning process is provided a whole or comprehensive method that covers an idea, topic, or text by integrating multiple knowledge domains. It is a very powerful method of teaching that crosses the boundaries of a discipline or curriculum in order to enhance the scope and depth of learning.
2. Academic bank of credits (ABC):	Ranchi University, Ranchi, is registered under National Academic Depository (NAD). Students of our college get certificates from the RU university. Our university has made it compulsory for all students of U.G. level to get registered under Academic Bank of Credit (ABC). From session 2023-24, it is the provision that ABC registration is compulsory for getting class Roll Number from the college. ABC is very convenient for the students to store the credit which they have earned, helpful for the inter-college, inter-university and interstate transfer of the academic's credits of the students and for further use.
3. Skill development:	Skill development: Skill development are provided to the students as well as faculties too, doing the best in the college or out of their careers. the courses are given below - 1 Language classes as spoken English classes 2 Computer classes as Basic fundamental, net surfing, 3 Sports, yoga, physical disabilities improvement etc.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):Appropriate integration of Indian Knowledge system is given to the both students and faculties (teaching staff/ non- teaching staff) such as - * Language classes- Trible Language, Ho, Kuruk, Khariya, English, Urdu, Sanskrit * Cultural program regarding based Indian cultural as Nagpuri, dancing , singing, dressing, dialogue speaking etc. * Classes and programs are also available/ uploaded on college web site. so that they enhance their skill.
5. Focus on Outcome based education (OBE):	Focus on Outcome based education (OBE): Outcome based education (OBE) is educated to the students and non teaching so that bases each part of an educational system around goals (outcomes). By the end of the educational experience, each student should have achieved the goal.

6. Distance education/online education:	Distance education/online education: sometimes these kinds of classes are allowed in the ordered of principal when needed, which can be see in Covid 19 corona period for those who are far distance than college that Lectures and learning materials are sent over the internet. Students work from home, not in a classroom.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes Electoral Literacy Club (ELC) has been setup in this institution.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	NSS Program officer Prof. is appointed as a coordinator.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	Through NSS many program has been arranged in different places. Voter awareness campaigns, promotion of ethical voting.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	Every years, the college has conducted program, seminars, workshop, etc. for creating awareness among the students to adding new voters.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	The institution has Electoral Literacy Club. The college always arrange activities with the help of BDO, Block level officer and district level officer in the college campus. The NSS unit also organised votes awareness program those students who cross 18 years.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
2436	2088	1814	2529	3081

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 38

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
38	52	50	46	44

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
4.06485	57.15475	99.10494	71.00469	117.52049

File Description	Document
Upload Supporting Document	[View Document](#)

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Panch Pargana Kisan College, Bundu was established in 1972. The college is situated in the lap of nature in the Chhotanagpur Plateau on National Highway - 33, Ranchi - Tata route, 43 Kilometer away from Ranchi, the capital of Jharkhand. "Dasam Fall", a famous water-fall is one of the natural beauties of this region. The famous "SUN TEMPLE is also located in Bundu. The college follows the syllabus, curriculum and the annual calendar formulated by Ranchi University. The process of syllabus and curriculum is designed by the Board of syllabus committee of the university and colleges through the participation of Dean, H.O.D. of P.G. Dept. of respective subject and experts. It is further passed by Academic Council.

PPK College Bundu is a constituent college of Ranchi University, and such follows the syllabus set by the parent university. Within these established academic structures, our college attempts to innovate curricular planning and implements effective curriculum delivery providing holistic development for its students. The following are our innovative curricular planning. Academic processes are streamlined with the help of University Academic Schedules issued every year, College Academic Plans, Time Tables, Teaching plans and Diaries. We also conduct Orientation Programs providing awareness about New Year students of all program including vocational courses.

Innovative learning to all students is provided by conducting through internships, projects, and field trips. Majority of the departments of PPK College conduct specific Certificate courses, for students who require extra knowledge there by augmenting their academic standards. For all first year students Orientation Programs are organized in the beginning of every year to bring awareness among students about college and hostel premises and faculty. All the students are introduced to their respective faculty members. All the departments prepare Time Tables in the beginning of the semester and all the faculty members strictly adhere to their individual time tables for effective implementation and smooth functioning of class work without any hindrance. All departments are strictly advised to plan for the conduct of Unit Tests, University Internal Examinations and other co-curricular activities Departmental reports pertaining to examinations and attendance of students are collected at the end of each semester and the progress of the students is analyzed. Based on the departmental reports, the students are categorized into slow learners and advanced learners.

The teachers of PPK College Bundu regularly and continuously update their knowledge through active involvement in Research and Faculty Development Programs. They are also members of various bodies of the University like BOS and other academic bodies (Senate, Syndicate) contributing to

curriculum reviews, assessment and evaluation. ICT provides a perfect Complement to our curricular planning, implementation and intellectual teaching. The college provides technologically enabled infrastructure for all Arts, Commerce and Science students making it possible for all students to engage in an appropriate teaching learning process

These process has been implemented:.

- Lesson Planning
- Monitoring by HOD's and the Principal
- Internal (MID SEM) and External (University) Examinations
- Seminars & Debates and Workshops
- Staff meetings
- Remedial classes

File Description	Document
Upload Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 4

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Evidence of course completion, like course completion certificate etc. Apart from the above:	[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 0.03

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
4	0	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

The institution believes in integrating cross-cutting issues relevant to Professional ethics, Gender, Human Values, Environment and sustainability and create an optimistic impact on students both in their academic career and social responsibility. The courses are also framed by Ranchi University in such a manner that such values are upheld. The teachers are guided by professional ethics in conducting their duty with responsibility for the welfare of the students. The importance of Gender is of great importance as girls are participating in most of the activities which was previously male-dominated. The institution acquaints the students the concept of feminist relationship. The institution also develops legal awareness among the students.human values are upheld by the institution. The institution imparts the knowledge regarding the importance of saving environment in order to save the world.

All departments in the institute have courses in their curriculum which integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics. Various programs are arranged by the institute which contribute to sensitize students to these cross-cutting issues.

Gender equality:

Institute encourages boys and girls to participate in sports and cultural activities. The college arrange medical facilities from the hospital near the college, on call doctor facilities also available. College has functional Women empowerment cell headed by senior faculty members who look into the problems of girl students regarding academics and personal. Girls and boys common rooms are available in the institute with all amenities. Internal complaints committee has been established for Counselling of students on received grievances. The cell has been organizing various programs for girl students such as Women's safety, health check-up, personality development for boys and girls. Two Boys hostels available within the campus, and girl hostel also proposed by the college.

Environment Sustainability

By considering depleting energy sources and Pollution, College has installed its own solar power plant of 10KVA. A detailed Green, Energy, Environmental audit of institute is carried out on regular basis. College has been conducting various social events such as tree plantation, rallies in nearby villages on energy conservation, save water rallies, seminars. College has NSS and NCC which conducts various environment related activities.

Human Values

A necessary part of curriculum is to inculcate good Human values among students. Our institute always believes to make each student to be a good human being and good engineer. Students learn not only respects to teacher, seniors but also to respects themselves. College has Anti-Ragging Cell to ensure ragging free environment in the campus. Internal complaints/Anti Sexual Harassment cell and discipline committee headed by senior faculty to take care of human values. College has a physically challenged friendly campus. College has constructed ramp near staircase for physically challenged students.

Professional Ethics

Institute has given equal importance about professional ethics along with academics because knowingly and willingly students should not do wrong things. Professional ethics encompasses personal and corporate standards of behaviour. Expecting professional ethics is a branch of philosophy that addresses the concepts of right and wrong or good and evil.

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 1.64

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 40

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from

various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	**View Document**
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	**View Document**

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 80.13

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2022-23	2021-22	2020-21	2019-20	2018-19
2436	2088	1814	2529	3081

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
3080	3050	2840	2840	3100

File Description	Document
Institutional data in the prescribed format	[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 94.45

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2022-23	2021-22	2020-21	2019-20	2018-19
2313	1923	1631	2349	2740

2.1.2.2 **Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
2400	2000	2000	2400	2800

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document](#)
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document](#)

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 64.11

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

The motto of Panch Pargana Kisan College is to enlighten the students and bring them from darkness to light so that they become responsible citizen of the nation. The students are encouraged to participate in different types of activities such as elocutions, debates, painting-competitions, programs for cleanliness and cultural activities so that they do not remain passive listeners in the teaching-learning process. The institution aims to bring out the hidden qualities of the students. As a result, the students have excelled not only in study but also in games and sports and cultural programs.

Different programs are organized to develop teaching-learning process such as :

a)   Group Discussion

b)   Debate

c)   Case-Analysis

d)   Role Plays

e)   Design Projects

f)   Presentations

g)   Term Papers / Seminar

h)   Home Assignments

i)   Minor Project

j)   Self work (SW)

Experimental Learning – Students are taken to nearby area for site-seeing of the Sun Temple and tours are organized for educational purpose and better understanding of the surrounding.

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 92

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
50	50	50	50	50

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 46.52

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
19	20	22	23	23

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	[View Document](#)
Institution data in the prescribed format	[View Document](#)
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The institution is a constituent unit of Ranchi University. It adheres to the syllabus prescribed by Ranchi University. There is provision for both Internal Mid-Sem. Exam to be conducted by the concerned department of the college and Mid Sem. Exam conducted by the university. Both the evaluations together provide the final evaluation of students. The institution follows the guidelines provided by the university. The syllabus is discussed in detail with the students. Thereafter each topic is taught in detail and random test are taken to evaluate the performance of students. Teachers also discuss probable and important questions.

The objective questions and Multiple Choice questions are also discussed to enhance the knowledge of students. Evaluation is done both in theory and practical examinations. The students are given feedbacks about their performance and suggestions are given for their improvement.

The following reforms have been carried out for CIE:

1. Schedule of internal examinations is intimated to the students well in advance despite mentioning the same in the academic calendar and college website.
2. The syllabus for the internal examination is also communicated to the students in the class by subject teacher one week in advance and also displayed on the department notice boards as well as website.
3. To ensure transparency the students are required to write the internal examinations in the specific institutional embalmed answer papers provided by the institution.
4. The faculty is directed to prepare question paper as per the syllabus and the standard of the university question paper keeping in consideration the POs and COs.
5. The question papers are scrutinized by internal examination co-ordinators under the guidance of HODs.
6. The scheme of evaluation is prepared by the subject teachers.
7. Answer scripts, evaluated by the subject teachers are distributed to the students for any correction in marks, re-totalling, revaluation etc.
8. Marks will be recorded in the internal marks register and the marks are displayed on the department notice boards.
9. Poor Performance due to frequent absenteeism is dealt with by informing the parents of such students.
10. Parent-teacher meetings are conducted after every internal assessment and feedback about performance of students is discussed.
11. Robustness of internal assessment is reflected in advanced mentoring, Academic calendar, Grievance Redressal, internals marks uploading in the University portal.

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The learning outcomes are clearly defined for all academic programmes and courses of the University following the principles of Bloom's taxonomy i.e. a to create, evaluate, analyse, apply, understand and remember". These clearly describe the knowledge, skills, and competencies that students are expected to acquire as a result of completing their programme of study. Students Performance is improved with the aid of faculty members, library and labs and student learning becomes effective. Thus the motto of the institution is achieved by the learning outcome achieved by students. Learning Outcome is constantly measured and assessed to identify the extent to which goals are achieved. The gaps are identified after

proper assessment and proper action is taken. Thus the outcome assessment plan improves the action plan to achieve the targets. The assessment of student learning outcome is done by using direct and indirect measurement.

Subject wise assessment can be measured as follows:

Zoology : Human and animal physiology and anatomy etc., bio-diversity, environmental science and ecology, scientific linking.

Botany : Plant diversity, plant disease, soil health, ecological balance, environment consciousness, economic botany.

Chemistry : Bio-chemistry, Environmental chemistry, Chemical reactions of human and animal physiology, metabolic reactions, industrial and pharmaceutical knowledge.

Maths : Understanding of Number system, understanding Basic Vedic Maths, Fundamental calculation for space science.

Physics : Relationship between man and matter and Universe, electricity, motion, sound, light, gravity, energy, man and machine.

Hindi : Developing command over national language for effective communication and national integration, developing awareness regarding Indian Cultural heritage and Indian Society.

English: understanding the structure and use of language, analytical approach and

effective communication, understanding the relations between literature and society, developing a critical

approach to the study of literature.

Urdu: learning the effective use of urdu language, understanding urdu literature,

Sanskrit: enjoying the beauty of Sanskrit language, reinventing Sanskrit language and literature,

learning the social and ethical values.

Commerce: getting prepared to understand the structure and functions of market,

understanding advertisement, budget, share market, profit and loss, management.skills, company practices,business, trade, income tax, mercantile law, auditing, accounting etc.

Economics: understanding economic principles, the mechanism of poverty and development,

banking, market, demography, planning, budgeting, agriculture, and sustainability etc.

Political Science: constitutional awareness, effective citizenship, democratic values, multicultural

values, world politics, governance, political ethics, national political framework etc.

History: understanding the course of human journey, learning from human mistakes, human glory

and failures, obtaining wisdom to negotiate the present and future crisis, learning social interaction.

Geography : Understanding the geographic structure of the country and world.

Psychology: understanding human behavior, community behavior, mass hysteria, abnormality of

human behavior.

Tribal and Regional Languages : Understanding the culture, languages and traditional values of the local communities.

Sociology : understanding the social environment and ethics.

Computer Application : Understanding the application of information technology on various mode

File Description	Document
Provide Link for Additional information	[View Document](#)

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

The institution has a systematic process of collecting and evaluating data on program outcomes and course learning.This aids the institution to overcome the barriers to learning. The course outcome assessment is mainly based on random tests, Mid-Sem, Internal and External Examination, assignment, quiz and debate.

A)   Random Tests : This type of test is carried out after the class. It is usually focussed on the chapters completed.

B)   Mid-Sem Internal Examination is conducted by the faculty members to assess and evaluate the achievement of students.

C)   End-Sem External Examination is conducted by the University. This examination is both objective and descriptive.

D)   Assignments are given to each student which is related to syllabus. Suggestions are given to the students by faculty members for their improvement.

E) Rubrics are formulated for the assessment of laboratory, mini project, major project and seminar. The expected target level of course outcomes is set in the range of 50% - 70% based on cognitive level of CO by course instructor at the beginning of the semester. The performance of the student in examinations in each semester is computed for his improvement.

The institution has made a special process of teaching. The teachers design his process of teaching the way he plans to deliver his lesson and finally makes assessment of the students. The teachers deliver lessons according to the syllabus prescribed by Ranchi University. The teachers do the work of assessment by conducting examination. Remedial classes are held to improve their academic performance. Strict measures are taken to improve the performance of the students.

File Description	Document
Provide Link for Additional information	[View Document](#)

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 92.04

2.6.3.1 **Number of final year students who passed the university examination year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
1242	1387	1229	2008	2399

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
1637	1387	1357	2017	2582

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.36

File Description	Document
Upload database of all students on roll as per data template	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness   about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

ECOSYSTEM FOR INNOVATIONS: The college was established in 1972, with the help of funding from a local body, his one condition being that the institution create Arts and later on Science and commerce department, so that students with limited means will be able to study commerce in their homeland, and enabled to build their career and enterprises within the city and the state. Thus, began the culture of entrepreneurship at the very inception of the college. Ever since then, numerous activities, projects and programmes have been initiated by the college that has given fruitful outcome even today, as listed below:

ENTREPRENEURSHIP KNOWLEDGE CELL (EKC) : The Institute has an active Entrepreneurship Knowledge Cell(EKC) since 2019, affiliated under the Entrepreneurship Knowledge Centre set up by the NSDC AISECT who have been instrumental in developing an eco-system for the development of entrepreneurship, with backward and forward linkages and networks within and outside the state. Through their support, student members can avail start-up loans and mentorship from the various schemes offered.

The EKC works closely with the concerned department, some of more significant partnership are:

- **The Entrepreneurship and Skill Development** of the Government of NSDC AISECT has been mentoring the EKC in various capacity, programmes and events has been launched in the college, skill training has been imparted, participation in various entrepreneurial events etc.
- **The EKC sponsors entrepreneurship related activities of the college**, such as the Innovation Club activities, Entrepreneurial events such as the Digital Productivity, Conclave, Communication Skill, Entrepreneurship, Emerging trends of business, Business practices survey, Start-up Pitch competition, Industrial tour and trips, Skill Development Courses, special lectures by entrepreneurs etc. and even finances innovation club students seed money for their business ideas.
- **INNOVATION CLUB:** Students aspiring to innovation and entrepreneurship are clubbed together under the Innovation Club, which is under the mentorship of the EKC.

ECOSYSTEM FOR INDIAN KNOWLEDGE SYSTEM:

- The institution has always imbibed Indian Knowledge System into all areas of learning and activities.
- The **curriculum** includes studies into the rich cultural heritage of India, historical perspective through the Arts Discipline, the political thought through the Political Science and the physiological aspects through Psychological studies. And of course, the economic landscape of India in the past through the various subjects under Commerce and Economics.
- **Languages** are rich source of knowledge and as such fluency in Panchpargania, Kurmali, Mundari, and other tribal language gives insight into the Indian Knowledge system
- **Building an ecosystem** for Indian knowledge system for building network to learn and understand and to help those in needs.
- **Participation in various inter-state activities, College**, cross-cultural studies, study tour, projects etc.
- **Learning about other Indian culture** through student exchange, faculty exchange through MOUs, NSS, and NCC activities.
- **Language fluidity** through Spoken Hindi courses… embracing Indian sports such as Cricket, Hockey and other such indigenous sports and activities.
- **Learning the rich cultural heritage** of India through curriculum content as well as observation of nationally significant days/events.

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 4

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
4	0	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.58

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
5	4	4	5	4

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.13

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
2	1	0	1	1

File Description	Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

National Service Scheme (NSS) was launched in the college since 2012 and nationally launched 1969, the birth centenary year of Mahatma Gandhi, till date there are two units consisting of 100 students have joined in NSS. Recently since 2023 Dr. Aradhna, DR. Takeshwar Kumar joined programme officer in the college. About 1200 students have joined in the NSS and participated in different programmes in the college. NSS is an extension dimension to the higher education system to orient the student youth to community service while they are studying in educational institutions. It is being implemented by the Ministry of Youth Affairs and Sports, Government of India.

Aims and objectives of NSS

- To understand the community in which they work
- To understand themselves in relation to their community
- To identify the needs and problems of the community and involve them in problem solving process.
- To develop among themselves a sense of social and civic responsibility
- To utilise their knowledge in finding practical solution to individual and community problems
- To develop competence required for group-living and sharing of responsibilities

The college organizes and participates in various extension activities with a dual objective of not only sensitizing students about various social issues but also contributes to community and strengthen community participation. The NSS unit of the college adopted a village named is **BARUHATU** Bundu near about 6km from the college, the objective of the adopted village for the awareness of cleanness and education, in this village there different tribal are living and they are not interested to get education. So we are always campaigning and trying to understand to the villagers for education. Extension activities of the college are mainly carried out by the NSS Unit of the college. The NSS Unit of the college has

adopted **BARUHATU** Village Where Special camp for a duration of seven days are held every year in which Activities such as health, hygiene, literary awareness, Legal literacy, Gender sensitisation, swachhta Abhian, plantation, Blood Donation are conducted. As regular activities of the college N.S.S Unit organised programme such as Voter awareness, Traffic Awareness Beti Bachao- Beti Padhao Abhian and Environmental Protection. Red Ribon club of the college is actively engaged in Aid Awareness Programme. The N.S.S volunteers also participate in adventure sports National Integration camp, National Youth festival and pre R.D camp. the college N.S.S Unit has organised by university level Seminars on social issues. Through these activities N.S.S Unit of the college has successfully sensitised the student and community to social issues and in enhance their sense of social concerned. It has made the community aware of the importance of literacy, Cleanliness, Environmental protection and has developed them as more informed persons. In fact N.S.S Unit of the college enabled the student as well as community persons, is their holistic development. The N.S.S Unit of the college has been appreciated by the Affiliating University, Ranchi University.

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

The institution believes in the betterment of the community. The institution inspires the students to work for the welfare of the society. To fulfill the dream and to make the society strong, the institution executes well planned events and activities. The students are made aware of their social responsibility. They are involved in social activities. These activities begin at the college level and then the students move in the society. The institution has a very active NSS and NCC unit which is dedicated to inspire the students with a sense of morality. NCC and NSS unit of the college always recevied awards for the social work.Our NSS unit has been highly appreciated by the society and has also received appreciation at the university level. It regularly organizes activities related to "Swaksh Bharat or Cleanliness, literacy drive, plantation, garbage management, health, blood donation camp, hygiene, gender sensitivity and prohibition etc. The volunteers and teachers move to rural area to clean the villages, to educate the villagers the value of health, cleanliness, literacy, girl-child protection, evils of child marriage and dowry system etc. The volunteers of NSS and NCC crops regular participats cleaning and social work for any other places other than college and they received so many certifucate and awrads, they also clean college campus regularly.

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 85

3.4.3.1 **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the**

last five years

2022-23	2021-22	2020-21	2019-20	2018-19
19	14	16	20	16

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	[View Document](#)

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 2

File Description	Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The institution has adequate infrastructure and physical facilities for teaching learning such as classroom, laboratory, library, computer lab college always keeping in view the mission and vision of the college regarding dedicated excellence teaching learning atmosphere in the campus, put rather on the at home atmosphere by providing stress-free calm, clean class rooms and student may not complain about class drop due to lack of space. The college has **two building one is 7 acres consisting of 26 classrooms and another consisting of 12 classroom and administrative offices** under its ownership the campus is spread over these pics of land with following infrastructure facilities.

1. Boundary wall around the campus.
2. Class Room 36 (with Furniture)
3. Smart Class Room-05
4. Auditorium- 03
5. Laboratory -07
6. Library cum reading room
7. ICT Lab with internet connection consisting with 20 computers
8. Staff Room- 02
9. Girls Common- with furniture-02
10. Boys Common Room- with furniture-02
11. Drinking Water Facility RO- 03
12. Water Supply System with Deep Boring and over a tank- 02
13. Soundless Generator 500 KVA. For power back up.
14. Solar 10 KVA
15. Electric Supply in the campus.
16. Toilet separately for Staff
17. GYM Facilities for all students and staff.
18. Indoor Games Facilities
19. Football Ground.
20. Ramp Facility for physically challenged persons.
21. Garden-01
22. Garden of Medicinal Plants-01
23. Wi-fi Campus with BSNL and Airtel Connectivity
24. College Canteen-01

25. Separate Admistrative Office.
26. I.Q.AC Office.
27. Examination office.
28. Separate NSS office
29. The college has adequate infrastructure and physical facility for Teaching learning process.
30. The college has addiquate facilities for cultural sports, and social service activities to catter the needs of the students
31. Play Ground for kho-kho (M/W)
32. Volley ball court-01
33. Playground for kabaddi
34. Separate office for Sports and Athletics equipment.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 0.29

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
0.02010	0.24739	0	0.67882	0.05221

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

College Library is centrally located and well lay out and maintains the right atmosphere for learning. Library have provision for both individual and group studies. Adequate space about 3000 sq ft. is provided for browsing and relaxed reading. The library has 10150 books and also it subscribes 30 journals of national and international repute, along with magazines and newspapers for general reading. The library also houses rich reference Collection viz., Encyclopaedia (Arts, Commerce, and Science) Specific Subject Encyclopaedias, Year Books, Atlases and other reference material. Library holdings also include dissertations, of Geography and Sociology and project reports on various subjects. Besides these, the Library is also equipped with the latest e-journals by the inflibnet accessible through campus-wide Wi-Fi facilities. The library also provides access to Internet as well as CD/DVD based electronic resources. Initiatives taken by the college are the following:

- Free WI-FI, internet access, download and printout facility have been provided.
- Organization of Book Exhibitions/Display of new books.
- Proper system of feedback from users to improve library services.
- System of recommendation for purchase of books through Departments.
- Facilities of e-library through inflibnet.

The College Library cum reading room has adequate space with Wi-Fi enabled and has a seating capacity of 30 users. An e-resource Centre has been established on the other room of the Library for students to access information for their academic pursuits through internet and e-resources. Additionally, computers have been installed for the faculty members and students. It Is not automated but college is trying to to improve the infrastructure then automation of library.. It is a future plan.

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

The institution has 40 computers with 01 laptop, 2 Color and 05 Black and white Printer, 02 Xerox Machine. The College aims at providing the futuristic facilities to students so that they can utilize these resources to reach greater heights. To enable this, the institution frequently updates its IT facilities to provide its students with the best of facilities. Some classrooms have been equipped with Smart Board and LCD projectors and most of them are supported by audio visual systems. The entire campus is monitored by CCTV facility. The CCTV installed at strategic places help monitor the campus activities. Wi-Fi is available at whole college and various labs and staff rooms. Students are given limited accessibility to this facility. The marks attained by each student after every examination is updated on the automated system. This allows the students to review the marks being forwarded to the university and report any mistakes that might have been made. Information about upcoming events is available on the website. This information includes the time and date along with details about the event. Following the completion of the event, pictures and minutes of the event are also uploaded for easy access. For easier communication, circulars including important notices to students and parents are also posted online. The academic calendar as well as the course information is also updated in the beginning of every academic year. Every office connected through computer system with internet facilities.

- IQAC office,
- Examination office,
- Principal Office
- Library
- NSS Office,
- Accountant and Bursur Office,
- Section Office.

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 60.9

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 40

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 0

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic**

support facilities) excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 77.64

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
1662	2166	1968	1716	1765

File Description	Document
Institutional data in the prescribed format	[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Response: C. 2 of the above

File Description	Document
Institutional data in the prescribed format	[View Document](#)

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 0

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career**

counselling offered by the institution year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	[View Document](#)

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 1.58

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
74	47	8	1	1

5.2.1.2 Number of outgoing students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1242	1387	1229	2008	2399

File Description	Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 0.48

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2022-23	2021-22	2020-21	2019-20	2018-19
39	0	0	0	0

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/ cultural activities at University /

state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 15

5.3.1.1 *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 wise during the last five years*

2022-23	2021-22	2020-21	2019-20	2018-19
5	4	2	3	1

File Description	Document
Institutional data in the prescribed format	[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 0.6

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
3	0	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.4 Alumni Engagement

5.4.1

There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

The college has Register Alumni Association. The objective of the association, it is moving ahead, with selfless intentions for the growth and development of the institute and the students. The association provides a platform for interaction between present students and older students (Alumni), faculty of the institute and institute administration. It has contributed significantly through financial and non-financial means to improve the facilities and infrastructure of the college with the help of the active participation of the alumni. The college conducts Alumni meet every year and get connect to the old students of the college.

Contribution of the Alumni Association: The Alumni Association has opened association account and different members of the association has contributed about 5000/-. In collaboration with present students and teachers members the association arranged various social welfare and awareness activities organized by the institute such as Swatchata Abhiyan, Tree plantation, Blood Donation Camp, Free Medical health test camp, Covid-19 Vaccination drive and many more were implemented to create self-reliance among the present students and especially the poor and the needy.

- Our aim and objective are not to accumulate the donation from the Alumni but to their participation in the development and progress of the college. Every year Alumni Association organise the Alumni Meet in which our outgoing students from the different corner of state / country participate the Alumni Meet. They suggest the authority for the development of the institution such as to strengthen the discipline in the Campus.

The college constitute Alumni Association with repective post:

1. **President- Sri Ritesh Kumar Jaiswal**
2. **Secretary - Prof. Subodh Chandra Sukla**
3. **Treasurer - Dr. Basudev Mahatoa and other 5/6 members in this association.**

File Description	Document
Upload Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Nature of governance: The institution is a constituent unit of Ranchi University, Ranchi. The governance of the institution is strictly according to the guideline of the University and in accordance with the vision and mission of the institution. The staff council of the college headed by the Principal and all the HODs as members insures the proper implementation of the decisions and direction provided by Ranchi University. The Principal as the head of the institutions functions in order to fulfill the vision and mission of the institution. All the HODs are delegated with department- level-authority. The responsibilities are communicated to the faculty members through staff meetings. The college administrative headed by the Principal.

Vision : To be an Institution which nurtures and provides students a healthy environment for higher education with competencies to become confident about their careers and make fruitful contribution to the society, the nation and the world.

Imparting quality education to students. Acquiring and sharpening appropriate learning skills, knowledge and conception. These are communicated through class-room lectures, experiments, minor as well as major research programs. The aim is the upliftment of students in the backward and Tribal area in which the Institution is situated.

Mission : To impart higher education with modern innovative teaching methodology.

·   To create human quality of tolerance, truthfulness and forgiveness alongwith inculcating human, social, democratic environmental and nationalistic values in them.

To improve their personality by developing the attributes of determination, initiative skills, positive approach, optimism, scientific

·   temper and human values.

·   To make students academically and psychologically confident.

·   To update their knowledge in different fields of specialization with new technologies.

·   The Institution strictly adheres to the Academic calendar to accomplish its objectives.

The students are encouraged to participate in co-curricular activities such as Seminars, Quiz, Debates,

Inter-college Competitions, Workshop, Annual College Day, Annual College Sports and Cultural Programmes.

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The development of the college is a constant ongoing process. At every step, management strives to improve. This is made possible with the help of strategic perspective plans to find out the necessary actions to be taken to grow and develop. The plans are divided on the basis of merit. The plans are time-framed. Each department works to make progress in the field of imparting higher education. Each department is instructed to work on their strategic plan to achieve their goal.

Our plan is to bloom as one of the best constituent college of Ranchi University. The Institution works with values, vision and mission.

·   The new building under construction has adequate number of class-rooms and Seminar Halls.

·   The college is planning for e-library in the new building.

·   There will be thrust on carrying out research projects / seminars / workshops / conferences in times to come.

The NSS unit and the NCC unit work efficiently.

6.2.2

Institution implements e-governance in its operations

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The Institution respects and acknowledges the contribution of all its Teaching and Non-Teaching Staff. They are rewarded on two broad categories : functional and behavioral. The teachers performance is scrutinized on the basis of their teaching skills, submission of monthly report of their performance. The assessment of the individual staff is also evaluated by the Heads of the Department and the Principal. The Principal has the responsibility to send confidential report regarding the performance and character of the employees concerned. Their performance is assesed on the basis of class performance, Student Feedback, papers published in Journals, conference attended, rewards and awards received from other reputed Institutions and Organizations. These are also updated and recorded in the service book of the individual employee. Dr. Sudhanshu Kumar, Associate Professor, Dept. of Botany received S.C. JAIN MEDAL, 1918 from Society of Ethno botanists organized by NBRI, Lucknow.

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 4.5

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
7	11	0	0	0

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
34	34	34	34	34

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

The college reviews fund for salary and other development component from the government and U.G.C. The college has an elaborate mechanism for the maintenance and utilization of the funds. The college has different accounts to keep money for different purposes. There are University account / PF account / U.G.C. Account, Sports & Cultural Account,etc.

PPK College Bundu is constituent unit of Ranchi University and it has its own accounts wing. Financial advisor (Bursur) and Head Accountant Officer managed all accounts related works. He looks after the regular accounts of all the receipts for each financial year. The university control all financial issue. Financial Officer (FO) is the financial head of the university. He is also responsible for administrative control over the staff of accounts department and internal audit wing including checking squad. Transparency is strictly maintained in both Internal and External audit of the college.

INTERNAL AUDIT:

Internal audits of the Institution are carried out regularly twice in a year by our Internal Audit wing based on the accounts and records submitted by the college office. The audit wing consisting of

(Principal, Bursar, Accountant) conducts the internal audits and hands over the reports to the management. After a study of the report, the management instructs the concerned section to rectify the errors to set right the audit objections in tune with audit standards generally accepted in India. The audit includes the following.

· Comparing previous financial statements to the present ones.

· Verification of student's fee registers.

· Authorization of fee concessions, controls, policies.

· Verification of Cash book

· Review the means of safeguarding assets and as appropriate, verifying the existence of such assets.

· Examining bank passbook

· Verify the investments, grants from other bodies

· Admission record verification

· Verification of total amount granted for various departments and its utilization

· Checking the acknowledgment letters if any with regard to scholarship

· Examining the payments for maintenance and any other miscellaneous expenses

· Filling the Income Tax returns regularly

EXTERNAL AUDIT:

External Audits of the Institution are carried out regularly once in a year by state audit department (AG). The duly audited reports are submitted to the external audit team. The external audit team audits the college financial report. In case of any objections the Institution will deal with it promptly and takes necessary corrective measures in a completely transparent manner.

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the

incremental improvement in various activities

Response:

The college constituted IQAC. The IQAC has identified certain areas for enhancement of academic standards and improving the academic culture of the institution. The IQAC made following significant contribution.

1. Academic Planning and Monitoring Committee.

2. Preparation of Workshops and Seminars.

3. Review of Academic Performance.

4. Preparation Feedback Forms.

5. Green Campus.

6. Sports Administration.

7. Campus Administration.

IQAC plays a pivotal role in the process of quality implementation in the college. It suggests different quality enhancement tactics to the faculty member and the University from time to time. Many best practices have been institutionalized by the IQAC initiatives.

IQAC presented a number of innovative ideas. It also decided to make the campus green and clean and eco-friendly. It suggested that the NSS unit and the NCC unit should be utilized effectively and the volunteers were utilized for keeping our campus green and clean. It also suggested to make the college ragging-free.

One of the main objectives of the college is to maintain Professional Ethics for the upliftment of students.

File Description	Document
Upload Additional information	[View Document](#)

6.5.2

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**

5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	<u>View Document</u>
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	<u>View Document</u>
Link to Minute of IQAC meetings, hosted on HEI website	<u>View Document</u>

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

GENDER EQUITY

Precautions and measures for safety and security of girl students is taken all the time. For this purpose closed circuit cameras have been installed. There are Anti-Ragging Cell and Women Cell to entertain their complaints and provide fruitful suggestions even for their career. There is a separate Girls Common Room. The college is highly sensitive to the question of gender equity. The college is located in a rural area. Thus most of the girl students come from the deprived class. Their guardians and parents are unable to send their wards to distant colleges and they prefer to send their girl wards to the local college. Thus the number of girl students in this college is fairly high. The college administration is very sensitive to the safety, security and well being of girl students. As a result of which there has been no complaint or report of sexual harassment of girl students in the college. This achievement has been made due to proper co-ordination between administration, teaching and non-teaching staff and students. Minor misunderstandings between boys and girls have been amicably solved.

The Institute shows gender sensitivity in providing facilities such as:

- Safety and Security
- Counselling
- Common Room
- Programs for progress

Safety and Security:

- The college campus is fully protected by compound wall around the campus and trespassers are not allowed without permission.
- There is 24X7 hours security in the college.
- The Institution ensures security of all students, staff and visitors by providing regular security checks at the entrance.
- An identity Card is mandatory for all students and staff at all times on campus.
- The security is managed by college which is provided by the Jharkhand Govt.
- This ensures safety of the students especially girl students and women faculty.
- During the study tours, field visits and college fests, a lady staff will accompany girl students.
- All first year students are given an orientation about complaint Redressal mechanism available in the college like Anti-Ragging cell, Anti-sexual harassment cell and Grievance Redressal Cell.

- Complaint Box is installed in the college building and its follow up is taken by the Grievance Redressal Cell.
- All corridors and Labs are equipped with fire extinguishers.

Counselling:

- Counseling is an important aspect to address the problems related to psychological, social, emotional, family issues, subject related stress, examination phobia etc.
- Mentor –Mentee system is introduced to deal with the same. A mentor is allocated per 50/60 students as a part of the mentoring activity.

Common Room:

The Institution has common room one each for boys and girls with respective essential facilities like first aid box, wash room, mirror, seating arrangement, curtains for windows, dustbins etc. Programs for

Progress: Programs on women empowerment and yoga classes are conducted for staff and students to maintain good health boost immune system, concentration stability etc.

7.1.2

The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: C. 2 of the above

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Certificates of the awards received from recognized agency (if any).	[View Document](#)

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The Institution regularly organizes programmes to inculcate values and awareness among the students regarding the history of Indian Constitution and its importance. Different articles and sections of Fundamental Rights and Directive Principles are discussed with the students. The importance of the Preamble is conveyed to them as it is the pillar of democracy in the modern world. To build a nation of the youth who are noble in their attitude and morally responsible, the college organizes and conducted several activities to build and promote an environment for ethical, cultural, and spiritual values among the students and staff. To develop the emotional and religious feelings among the students and the faculty, commemorative days are celebrated on the campus with the initiative and support of the management for not only recreation and amusement but also to generate the feeling of oneness and social harmony. The college and their teachers and staff jointly celebrate the cultural and regional festivals, like Traditional Tribal Activities- Karma Puja, Sarhul Puja, New-year's day, Fresher Party ,teacher's day, orientation and farewell program, Induction program, rally, oath, plantation, Women's day, Holi Milan celebration, etc. religious ritual activities are performed in the campus. Motivational lectures Series of eminent persons of the field are arranged for all-round development of the students for their personality development and to make them responsible citizens following the national values of social and communal harmony and national integration. Besides academic and cultural activities, we have built up many strong infrastructures for a variety of sports activities for the physical development of the students. In this way the institute's efforts/initiatives in providing an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic, and other diversities.To install the students towards the good academic track and to inculcate best practices among students the College committee organizes National festivals such as Independence day, Republic Day, apart from conducts various traditional festivals like Makarsakranti, Tusu, Manda Puja, Rath Yatra to reiterate the importance of spirituality. During all these occasions our principal on behalf of all faculty address the inspirational speeches with thought provoking ideas to students. Apart from that the management of college intended to organize various seminars on auspicious days like Ambedkar Jayanthi, Gandhi Jayanthi, Swami Vivekanand Jayanti, Birsa Munda Jayanti, Bhagat Singh, Adivawasi Diwas, NCC day, NSS day by informing the prominence of such specialty. Sports day, Fresher's day and Annual day celebrations are being boost to the students organized by our management. Various academic functions like Teacher's Day celebration, yoga day is powerful and cheerful festival for the students which bestow them for their bright future.

File Description	Document
Upload Additional information	View Document

7.2 Best Practices

7.2.1

Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual

Response:

Best Practices 1

TITLE: - A Social Awareness Campaign by N.S.S. Unit and village adoption. The main objectives are:

- To increase community awareness through NSS.
- To introduce voluntary work.
- To motivate the students for responsible leaders.
- To introduce team work in the society.
- To organise awareness programs for all through NSS.
- To help and coordinate to others in society.

GOALS:-

Making the villagers aware of the factors adversely affecting their progress.

Developing proximity of the college students with the villagers and strengthening bond between them by organizing a special camp by NSS.

By adopting a village, to maintain consistency in conducting social activities and also to get desired results.

CONTEXT:-

Bundu is the very backward area of Ranchi district as well as state Jharkhand. In the past few decades, the government has launched and implemented various welfare, upliftment schemes and awareness programs for the rural people. But due to lack of awareness, effective execution and result oriented mechanism, the desired goal could not be achieved . The overall progress of the villagers living in remote, and Naxal affected area is still restrained by various factors. Owing to lack of information, ignorance and outreach awareness programmes, life of these villagers is still encircled by various problems. This grim ground reality got reflected when the Anthropology department conducted a field work and special survey in the village BARUHATU & JADIYA. An awareness programme an Illiteracy, health issues related to unhygienic living conditions, alcholaism, superstitious outlook, adherence to traditional modes of farming, negligence towards banking system etc. are some of the issues restraining

the progress of the villagers that compelled us to organize an awareness campaign specially targeting these issues to bring about a change in outlook of the villagers. Moreover, such targeted activities would surely be helpful in sensitizing the students to pay back to society and to develop some of the vital skills among them.

PRACTICE:-

The students of Sociology, Geography department and N.S.S. volunteers conducted a specific survey to collect the responses from the villagers of BARUHATU, JADIYA village highlighting their life style and outlook.

The analysis of the outcome of the survey helped in selecting the topics of discussion and interaction with the villagers that provided a base for organizing an awareness campaign.

A special residential NSS camp was organized at the village Baruhatu, Jadiya with 50 volunteers, apart from performing their routine activities, started communicating, interacting with the villagers to enhance their participation and other activities organized for them.

Awareness, like, Nasa mukti, blood donation awareness, literacy awareness, swachhta, awareness, program, and guidance and counselling sessions, entertainment Nukad-Natak programmes were organised during special camp.

Dr. Aradhna and Dr. Tarkeshwar Kumar delivered a lecture on eradication of Superstition-Need of an Hour, aiming at bringing in awareness among the villagers about superstitions and blind faiths.

NSS Volunteers and the staff members along with the villagers carried out a cleanliness drive every day before the beginning of the camp.

EVIDENCE OF SUCCESS

A change in villager's attitude towards cleanness was clearly evident.

Calls and invitations were received from the villagers to the college to organize more training and guidance sessions on Yoga and Pranayam.

The participated students appeared more sensitized and motivated as their participation in other social activities, conducted by college enhanced.

The organizational skill among the students appeared to be enhanced while organizing various programmes in the college.

PROBLEMS ENCOUNTERED:-

Participation of the villagers was comparatively less during day time owing to their engagement in agricultural activities.

Attitude of most of the villagers to blame the government machinery for every wrong led to dull response in the beginning of the campaign.

Practices II

1. Title of the Practice

Maintain Professional Ethics and Local Tribal and Backward upliftment.

2. The teachers maintain professional ethics and contribute as much as they can for the upliftment of students who belong to the deprived socio-economic group. The college is located in a rural and tribal area. More than 60% of students belong to ST, SC & other Backward communities. The college takes special effort to admit more students of ST category on the vacant category seats every year.

3. The Context

The challenging issues faced by the college is the lack of adequate number of teachers in each department. The limited number of teachers are mobilized to achieve the goal of upliftment of students who are deprived of opportunities for higher education.

4. The Practice

There is Special Enrolment Drive for Tribal Students and Teachers are regularly encouraged to maintain their performances in spite of facing some problems like lack of adequate number of teachers and proper infrastructure.

5. Evidence of Success

The stress on the importance of Professional Ethics and Local Tribal and Backward upliftment has resulted in enrolment of students from Tribal and other backward communities in the college. The college has become a model with such a large number of students in Ranchi University and opening doors of higher education to students who belong to deprived socio-economic group.

6. Problems Encountered and Resources Required. The college is a constituent unit of Ranchi University. The college faces the problem of inadequate number of teachers in most of the Departments. There is lack of proper infra-structure. The college is not authorized to appoint Teaching and Administrative staff. There is no relaxation of workload for teachers engaged in research activities. There is lack of confirmation and promotion for most of the teachers who have been working for a long duration. Special financial support schemes are required for the college to achieve its goal of maintaining upliftment of students for higher education.

A written proforma of Professional Ethics for Teachers should be adopted : what kind of ethic is expected from them alongwith the security and priviledge that should be granted to them. Thus it should be adopted and implemented in the Best Practice in other Institutions. The basic aim of all Institution is the upliftment of students and guiding them from the world of darkness to light.

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Panch Pargana Kisan College, is situated in the middle land of the Ranchi and Jamshedpur on NH. We provide a friendly atmosphere where our staffs take a person al interest in each individual student. This caring attitude, combined with our modern equipment and progressive curricula affords our students an effective, higher education experience. We are also tied up with reputed hospitals to impart clinical training. There is also a special course to teach English and train those students who plan to take their higher studies and other board exams. The institution strives to achieve academic excellence as envisaged in mission and vision statement. Since its establishment in 1972, the institution has made a bench mark in academic scenario by producing toppers and capable human resource. As institution is determined for the promotion education in girl children, so as the girl students proved themselves in studies as well as sports. Several times the girl students of this institute topped in the list of university in various subjects so as in sports and games.

5. CONCLUSION

Additional Information :

P.P.K. College Bundu is an old college, established in the year 1972 by the donations of people of Panch Pargana area and local politicians. Before this college students who desired to get higher education were deprived of that facility because of poor back ground and availability of the college which was at least 43 KM. away from this area. Infrastructure developed were not up to the mark but solving the basic need of education. Latter on in 1986 Government of Bihar decided to convert this college as a constituent unit of Ranchi University. Students of this area are mostly tribal and of backward community. After being a constituent college no attention had been given to this college to improve the infrastructure. The old building is gradually being ruined, after several representations & interference of politicians, students and efforts of college administration a new building (a model college G+2) has been sanctioned . Soon it will be handed over after six-seventh months then college will run properly. There is also shortage of teachers and staffs due to no fresh appointments have been done by University and Government. Head of the institution has not such power to appoint any one. Some teachers are appointed as contractual basis to solve the educational problems. So the college was planning to go for the acredditation after receiving the new building but it is compulsory to go for the accreditation So we are proceeding for the same.

Concluding Remarks :

P.P.K. College, Bundu, the temple of learning educates tribal and backward communities as well as other community and leads from darkness to marvelous light. The college is located in the hilly and calm environment that gives calm ambience to make teaching and learning in the campus a memorable experience. The commitment and dedication of teaching and administrative staffs help the college in realizing its objectives. Good teacher-student relationship is maintained in the campus. This helps teachers to identify the educational needs of students and problems they face. This helps students to have freedom of mind and to arouse their critical aptitude.

The rural setting of college negatively affects its growth when compared to college in town and cities. Consequently college has less access to industrial and knowledge centers of major cities andis distanced from all possibilities of city and town and companies rarely approach the college for placement. Admission of least scored students with poor learning skill and poor communicative skill in English.

College being a constituent college it is not financially independent for the maintenance of existing infrastructure and construction of new once could not be done in accordance with the increasing present days needs. The infrastructure of science practical laboratories is very poor and is not up to mark. Building and class rooms at present are not sufficient to accommodate the large number of students. There is lack of examination hall, conference hall, auditorium hall for cultural programmes. Although after several efforts a new building construction is sanctioned , this will be soon handed over within a year.

We envisage many solitary measures for developing infrastructure of the college for provision of e-library, playground, auditorium hall, conference hall, science building and well equipped science laboratories for science faculties. Separate chambers for each departments will be developed. After development of infrastructure new vocational courses will be introduced.