YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution   J.D. WOMEN'S COLLEGE PATNA

- Name of the Head of the institution   PROF.(DR.) MEERA KUMARI

- Designation   PRINCIPAL

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   06122280666

- Mobile no   9431416601

- Registered e-mail   jdwcpr.office@gmail.com

- Alternate e-mail   principal@jdwcpatna.ac.in

- Address   LBS Nagar, Bailey Road

- City/Town   Patna

- State/UT   Bihar

- Pin Code   800023

2.Institutional status

- Affiliated /Constituent   CONSTITUENT

- Type of Institution   Women

- Location   Urban

- Financial Status   UGC 2f and 12(B)

- Name of the Affiliating University **PATLIPUTRA UNIVERSITY**

- Name of the IQAC Coordinator **PROF. (DR.) MALINI VERMA**

- Phone No. **06122280666**

- Alternate phone No.

- Mobile **9835122164**

- IQAC e-mail address **jdwomensiqac71@gmail.com**

- Alternate Email address **malinivermajdwc@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year) http://www.jdwcpatna.ac.in/aqar/aqar-2021-22.pdf

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: http://www.jdwcpatna.ac.in/aqar/academiccal2022-23.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.16**	**2014**	**21/02/2014**	**20/02/2019**
Cycle 2	**B**	**2.46**	**2019**	**26/11/2019**	**25/11/2024**

6.Date of Establishment of IQAC **16/04/2013**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NA	**0**	**0**	**0**	**0**

8.Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC

View File

9.No. of IQAC meetings held during the year   6

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   No

- If No, please upload the minutes of the meeting(s) and Action Taken Report   [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   Yes

- If yes, mention the amount   85000

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

1. MoU's and Collaboration made. 2. Timely submission of AQAR 2021-22. 3. Extension activities and Outreach activities undertaken and to empower the students through involvement in various activities related to Environment, Gender Issues, Human Value, Social Community and Commemorative days. 4. One Week Interdisciplinary Faculty Development Programme organized the topic "Indian Knowledge System in perspective of National Education Policy 2020 and Professional Ethics in Higher Education. 5. Selection of the member of student Council in September.

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

Plan of Action	Achievements/Outcomes
1. More MoU's to be signed for Academic Development, Skill Development, administration and Infrastructural upgradation.	Four MoU's signed by college with institution and agencies.
2. To organize more career-oriented Seminars/Workshops/Placement drive/ Training Programme through Placement Call.	15 plus career-oriented Seminars/Workshops/Placement drive/ Training Programme, Placement drives through various Dept. IQAC and Placement Cell.
To organize more extention and outreach activities so as to connect with the social surrounding and Local Communities.	NSS, NCC, Sports, Music Department and also various department conduct such activities and large number of students participated in them.
To organize faculty development programme for the Academic development of Faculty members.	One Week faculty development programme organized from 22nd May to 27th May 2023.
More PG/UG and Vocational courses to be initiated.	Five PG courses in science stream, B. Com (UG) and vocational course B. Lis has been Started.
Career Guidance Classes will be started soon to help and guide students willing to sit in NET/JRF/SET Exams.	NET/JRF/SET Guidance Classes started for the PG final year students.

13. Whether the AQAR was placed before statutory body?   **Yes**

- Name of the statutory body

Name	Date of meeting(s)
Advisory Committee	15/12/2023

14. Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	**J.D. WOMEN'S COLLEGE PATNA**
• Name of the Head of the institution	**PROF.(DR.) MEERA KUMARI**
• Designation	**PRINCIPAL**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**06122280666**
• Mobile no	**9431416601**
• Registered e-mail	**jdwcpr.office@gmail.com**
• Alternate e-mail	**principal@jdwcpatna.ac.in**
• Address	**LBS Nagar, Bailey Road**
• City/Town	**Patna**
• State/UT	**Bihar**
• Pin Code	**800023**
2.Institutional status	
• Affiliated /Constituent	**CONSTITUENT**
• Type of Institution	**Women**
• Location	**Urban**
• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**PATLIPUTRA UNIVERSITY**
• Name of the IQAC Coordinator	**PROF. (DR.) MALINI VERMA**
• Phone No.	**06122280666**

• Alternate phone No.	
• Mobile	**9835122164**
• IQAC e-mail address	**jdwomensiqac71@gmail.com**
• Alternate Email address	**malinivermajdwc@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.jdwcpatna.ac.in/aqar/aqar-2021-22.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.jdwcpatna.ac.in/aqar/academiccal2022-23.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.16**	**2014**	**21/02/2014**	**20/02/2019**
Cycle 2	**B**	**2.46**	**2019**	**26/11/2019**	**25/11/2024**

6.Date of Establishment of IQAC	**16/04/2013**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NA	**0**	**0**	**0**	**0**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**	
• Upload latest notification of formation of IQAC	View File	

9.No. of IQAC meetings held during the year	**6**
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional	**No**

website?		
• If No, please upload the minutes of the meeting(s) and Action Taken Report	<u>View File</u>	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**Yes**	
• If yes, mention the amount	**85000**	

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

1. MoU's and Collaboration made. 2. Timely submission of AQAR 2021-22. 3. Extension activities and Outreach activities undertaken and to empower the students through involvement in various activities related to Environment, Gender Issues, Human Value, Social Community and Commemorative days. 4. One Week Interdisciplinary Faculty Development Programme organized the topic "Indian Knowledge System in perspective of National Education Policy 2020 and Professional Ethics in Higher Education. 5. Selection of the member of student Council in September.

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

Plan of Action	Achievements/Outcomes
1. More MoU's to be signed for Academic Development, Skill Development, administration and Infrastructural upgradation.	Four MoU's signed by college with institution and agencies.
2. To organize more career-oriented Seminars/Workshops/Placement drive/ Training Programme through Placement Call.	15 plus career-oriented Seminars/Workshops/Placement drive/ Training Programme, Placement drives through various Dept. IQAC and Placement Cell.
To organize more extention and outreach activities so as to connect with the social surrounding and Local Communities.	NSS, NCC, Sports, Music Department and also various department conduct such activities and large number of students participated in them.
To organize faculty development programme for the Academic development of Faculty members.	One Week faculty development programme organized from 22nd May to 27th May 2023.
More PG/UG and Vocational courses to be initiated.	Five PG courses in science stream, B. Com (UG) and vocational course B. Lis has been Started.
Career Guidance Classes will be started soon to help and guide students willing to sit in NET/JRF/SET Exams.	NET/JRF/SET Guidance Classes started for the PG final year students.

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Advisory Committee	15/12/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	30/12/2022

15.Multidisciplinary / interdisciplinary

J.D. Women's College follows interdisciplinary approved in teaching the curriculum. All together 29 academic programmes are conducted in the college belonging to a wide range of educational disciplines apart from Science, Social Science, Humanities, Vocational and Professional Courses our institution has Commerce stream as well.

There are an ample scope of interdisciplinary way exchange of subjects and courses for the students. There are some common courses such as Environmental Science, English Language, Communication, Environment Sustainability and Swachh Bharat Abhiyan, Human values and Professional Ethics and Gender Sensitization that are interdisciplinary in nature.

Apart from there for practical exposure we have Language lab, Home Science lab, Psychology lab, Computer lab in Arts department and in science department there are well equipped lab for the students. Further, interdisciplinary workshops and seminars are also jointly organized by different departments together for giving students an exposure and updated knowledge of recent developments in other fields as well as in society.

16.Academic bank of credits (ABC):

This is an innovative idea to earn and deposit credit through National scheme like Swayam, Neptel etc.

Our institution is trying its best to understand the National Policy leading to credit transfer and accumulation which will help the students to get the program completed while more clarity will be visible in the coming months on how the academic bank of credits being proposed in the policy shape up. Our Institution for Academic.

collaboration with foreign University of repute for professional activities.

As J. D. Women's College, Patna is a constituent unit of Patliputra University, Patna so regarding the implementation of Academic Bank of credit, the institution has to wait for the University Academic Council for green signal.

17.Skill development:

Our institution undertakes earnest effort for skill development of the students. There are five add on certificate courses for UG students to make them employable and PG students in Home Science and Music departments conducts several programmes for development of efficient skills for their students in the field of career development, IPR and Placement preparedness Add on Course, Beauty and Health Care, Journalism, Yoga Training. Provide skill development skills to not only meritorious students but economically backward students too.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Indian Knowledge System: -

Indian knowledge system comprises of Gyan, Vigyan and Jiwan darshan that have evolved out of experience, observation, experimentation and rigorous analysis. This tradition of validating and putting into practice has impacted our educations Arts, Administration, Law justice, health manufacturing and commence. No doubt rapid change in the society in terms of Commerce, Science Technology and Global Knowledge lead to such practices which cause danger to our cultural values and knowledge system. In such a fluid situation it is very important to integrate our old gold glorious tradition with scientific temperament in order to keep intact our student with ancient language philosophy tradition culture etc. J.D. Women's college runs UG and PG programme in Sanskrit, Hindi and Music. Two prominent classical language belonging to the Indian knowledge family. The curricular of these programmes integrate the growth and development of traditional Indian learning in depth subject like

History and Sociology systematically provide ethnographic details and familiarize our student with our valuable past and culture. It also includes teaching of traditional faith of Buddhism,

Jainism, Sufism and Bhakti traditions and their inherent features the philosophical principles and ethics are integrated in Philosophy, while understanding of Indian Social System has been included in Sociology programme. Faculties of J.D. Women's College are general bilingual. Our college the students to the exposure of Indian culture and knowledge system by curricular and extracurricular activities.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Focus on outcome-based education: -

J.D. Women's College is imparting outcomes-based education and to the best of its capacity. It provides facilities and organize activities which can provide them essential learning at the end of their semester. The curricular of all the main stream programme and additional career oriented Add on course offered in the institution are designed on the basis of the Outcome-based Education (OBE) including Programme Outcome(Pos) programme specific outcomes, course outcomes(Cos. At the time of Induction Meet faculty of different programme communicates the new comers importance of their subject and opportunity for employability, Science lab, Home Science lab, Psychology lab and Computer lab given the infrastructural support to our vision different department organize lectures and motivational classes to guide students for Net-Gate and other competitive examination. Our faculties are always them to develop learning resources like Video files, Audio files, PPT and make use of available online resources.

20.Distance education/online education:

Distance Education /online education

During the period of COVID 19 entire world suffered a lot education system got raptured and suffered due to lack of infrastructural vision and planning but our college immediately after declaration of lockdown started online teaching learning in every subject. The institution design and develop own customize learning system. All the career oriented Add on courses are conducted in blende mode. Many academic and developmental programme are conducted online for the teachers and

Students that include webinars, Web Conferences, Workshops.

Syllabus was completed by the faculties so, that the students do not suffer much in pandemic.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	41

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	7933

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1669

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	1844

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1 Number of full time teachers during the year	45

File Description	Documents
Data Template	[View File](#)

3.2 Number of sanctioned posts during the year	**59**

File Description	Documents
Data Template	[View File](#)

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**76**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**57,497,037.24**
4.3 Total number of computers on campus for academic purposes	**214**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

As a constituent unit of Patliputra University, it follows the syllabus and curriculum set by the University. However, the teachers of the College regularly attend meetings held at the University Departments regarding the curriculum design/revision. The curriculum is intimated by the University to the College through circular and the same is posted on the University website. The College has also put up the entire syllabus and curriculum on its website as well.

The Time-Table Committee of the College designs a master time-table that distributes subject classes, contact/tutorial classes and practical classes in a manner that makes teaching efficient. . For transparency and efficiency, teachers' time-tables and class time-tables are prominently displayed on the notice boards for

students and are also available on the College website. The Departments hold monthly meetings to assess the covered curriculum and discuss the difficulties the students and teachers may be facing in the classes. Detailed reports of these meetings are sent to the Principal. Each class has a class representative and it is her duty to report to the Teacher-In-Charge the problems and difficulties, if any, being faced in the teaching-learning process. Special attention is given to the needs of both the Slow and Advanced learners.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://www.jdwcpatna.ac.in/aqar/ecd2022-23.p df

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Continuous Interal Evaluation

The academic calendar of the institution is notified by the university, which is strictly followed. Continuous Internal Evaluation is one of the core features of the Choice Based Credit System. We follow 70:30 pattern of examination system as proposed by the university. 70 marks per subject is allotted for external examination conducted by the university at designated centre. The remaining 30 marks is allotted for continuous internal evaluation, which is broken down into 4 parts: 15 marks for 2 Internal Tests of 7.5 marks each, 5 marks for Attendance, 5 marks for Regular Conduct and 5 marks for Assignment. Internal tests are conducted under strict supervision of teachers. Shortly after the conduct of mid semester tests, the evaluated answer sheets are distributed to the students in the classroom. Students are given time to reflect on their performance and also on the quality of evaluation. Grievances, if any, are addressed in the classroom. Re-examination is conducted for slow learners or under performers. Students having less than requisite percentage of attendance are given chance to appear in the mid semester examination only after the examination cell is satisfied with the reason for absence provided by the candidate.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.jdwcpatna.ac.in/aqar/cie2022-23.p df

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University   A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

12

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

5

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

70

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The College offers Undergraduate & Post Graduate courses in various Arts, Science and Technical streams, which address the issues of Gender Equality, Environment and Sustainability, Human Values and Professional ethics. A full paper titled "Environment and Sustainability" is a part of PG syllabus of all Arts and Science courses. Moreover, different departments have included these topics The above topics are also covered in different papers of UG and PG course syllabus, the detail of which is uploaded as File Description. Different departments of the institution also conduct seminars, workshops and presentations on the related topics, the detail of which is also uploaded as supporting document.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

4

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

70

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

B. Any 3 of the above

**from the following stakeholders Students
Teachers Employers Alumni**

File Description	Documents
URL for stakeholder feedback report	http://www.jdwcpatna.ac.in/aqar/feedbacksylltrans2022-23.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.jdwcpatna.ac.in/aqar/fpi2022-23.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

3050

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

2078

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Students' learning levels are continuously assessed during classroom interaction with teachers and Internal Assessment in the form of assignments, laboratory work and Mid-semester examinations. Subject teachers identify the Slow and Advance Learners

Strategies for Slow Learners: -

The Slow Learners are given special attention in the classrooms. Teachers give special help to such students by conducting remedial classes, providing study materials and giving personal guidance to them.

Strategies for advance learners: -

As for as Advanced Learners are Concerned, we try to motivate them to attend various seminars, conferences and participate in quiz competitions. They are also advised to take up related add on courses.

File Description	Documents
Paste link for additional information	[Nil](#)
Upload any additional information	[View File](#)

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
7933	45

File Description	Documents
Any additional information	[View File](#)

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

The Institute focuses on the student-centric methods of learning. Effort is regularly made to make Teaching/Training more effective. All the teachers give their best to make the learning process more interactive by adopting the below-mentioned student-centric methods. The college provides an effective platform for the students to develop latest skills, knowledge, attitude and values to shape their personality according to the needs of modern times.

All the departments of the college provide experiential learning to the students through lab work, internship program, excursion tours, industrial visits etc. Group projects are regularly assigned to the students and group discussions are conducted to promote participative learning. Group events such as departmental seminars, fresher and farewell functions are regularly organized by the students under the guidance of teachers for this purpose. Students are also motivated to participate in group sports and compete in intra and inter college and university competition to promote participative learning skill. Case studies are periodically conducted in Professional and Vocational departments to develop individual and group problem solving skills of the students.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	[Nil](#)

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Traditionally, the college had been using the 'chalk and talk method' of teaching teaching, where in more emphasis was given on classroom interaction.

But during last few years, ICT technology has been incrementally used to reinforce the teaching/training process.

The college currently has 7 smart classrooms fitted with smart board, projectors, laptop etc. The teachers are made techno-friendly through proper training to make use of these modern facilities. They use PPTs and videos to help the students understand the concepts better.

The college campus is Wi-Fi enabled, which enables the students to avail E-learning facilities like E-books and E-journal for individual learning. Moreover, the teachers do encourage the students to attend various online courses and webinars. Students are advised to contact the teachers and seek clarifications of their queries, if any, through Whatsapp group of respective batches. As such, the students get 24X7 educational support with the help of ICT.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

45

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

45

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

40

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

598

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Being a constituent unit of the Patliputra University, our examination/assessment mechanism is prescribed by the University. CBCS system has been introduced in PG courses only till now. The Internal Assessment framework prescribed in CBCS system has been implemented for all PG courses. Out of 100 marks for each paper, 30 marks, has been assigned for internal assessment. The total internal assessment marks has been broken down into four parts:

1. Two mid-term internal exams: 7.5 marks each

2. Quiz and Presentation: 05 marks

3. Subject Assignment: 05 marks

4. Attendance and Discipline: 05 marks

The given framework of Internal Assessment is strictly followed by all the PG departments. The total internal assessment marks is computed and forwarded in time to the University for inclusion in semester result.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.jdwcpatna.ac.in/aqar/cie2022-23.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The college has a Controller of Examination for smooth conduction

of internal examinations. The evaluated answer sheets of such exams are shared with the students for review. If students feel any discrepancy in marks obtained, they approach the examination department to get their answer sheets reevaluated. In case there is any mistake in adding up the internal examination marks in the answer sheet, the students approach the examination department of the college with proper application for due correction. The examination department, after verifying the complaint, forwards the complaint application to the concerned teacher for appropriate correction in marks. In case any mistake happens in recording the internal evaluation marks in university mark sheet, the examination department follows up the case with the concerned university authority to get the problem solved as early as possible.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The program outcomes and course outcomes are adopted for all programs offered by the college in accordance with university guidelines.

The course and program outcomes of various under graduate and post graduate programs offered by the institution are uploaded on the college website.

College always organizes an orientation program for the students at the beginning of the session to provide an overview of the course curriculum and its outcomes.

The course and program outcomes are suitably displayed in concerning departmental offices for ready reference by the teachers and students.

The program and course outcomes are also shared individually with

all the respective students through Whatsapp groups in the beginning of each session.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	http://www.jdwcpatna.ac.in/aqar/progoutc.pdf
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Internal and University examinations form the main basis of measuring program outcomes.

1. Internal Assessment: Internal Assessment system is aligned with course and program outcomes. Mid-term exams are designed to evaluate the attainment of these outcomes by the students.

2. Dissertation and Project work: Attainment of program and course outcomes by the students is also evaluated through dissertation and project works done by them.

3. Internship: Internship is an essential part of some of the course curriculum. A viva voce is conducted on that basis; by which also students' attainment of program and course outcome is evaluated.

The students, for whom internship is not mandatory, are encouraged and guided by the teachers to undertake the same on their own

1. External Examinations: The results of semester and annual examinations conducted by the university also form the basis of evaluating the students' program and course outcomes.

2. Placements: One of the most important program outcome criteria is the employability of students. The college has a placement cell which helps the students in getting placements.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

1844

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://www.jdwcpatna.ac.in/aqar/sss2022-23.pdf

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 year (INR in Lakhs)

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

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

28

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	[Nil](#)

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Founded with a visionary purpose, this institution serves as a hub for fostering creativity, research, and groundbreaking ideas. With

a focus on cultivating an environment conducive to innovation, the institute houses state-of-the-art facilities, collaborative workspaces, and a diverse community of forward-thinking individuals.

- At the core of its initiatives is the encouragement of knowledge creation, supported by robust research programs and interdisciplinary collaborations. The institute actively engages with industry experts, academia, and entrepreneurs to stimulate the exchange of ideas. Through strategic partnerships and mentorship programs, it empowers aspiring innovators to transform their concepts into tangible solutions.
- Furthermore, the institution places a strong emphasis on the transfer of knowledge, recognizing its pivotal role in societal advancement. Workshops, seminars, and technology transfer initiatives bridge the gap between theoretical concepts and real-world applications, ensuring that groundbreaking discoveries find practical implementation. This commitment to knowledge transfer not only benefits the immediate community but also contributes to the broader ecosystem of innovation.
- In conclusion, the Innovation Institute stands as a beacon of progress, where the creation and transfer of knowledge are not only encouraged but embedded in the very fabric of its existence. Through its pioneering initiatives, this institution plays a pivotal role in shaping the future of innovation and leaving an indelible mark on the landscape of knowledge.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

12

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

30

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

15

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

13

File Description	Documents
Any additional information	[View File](#)
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Extension activities that transcend the boundaries of the college premises and actively engage with the neighborhood community, serve as a bridge between theoretical knowledge and real-world application, aiming to sensitize students to social issues and cultivate a sense of responsibility towards their community.

Extension Activities in the Neighborhood Community:

Extension activities in the neighborhood community are diverse and multifaceted, ranging from environmental conservation projects to community service initiatives ((Save Soil Save earth, Environment day, Earth Day), where students actively participate in clean-up drives, tree planting, Nukkad Natak and beautification projects. This not only enhances the aesthetic appeal of the community but also instills a sense of environmental stewardship in the students.

Additionally, College often organizes health camps, psychological counseling Vaccination camp and awareness programs in collaboration with local healthcare providers. Students actively contribute by organizing workshops, conducting surveys, and disseminating crucial information, thereby acting as catalysts for positive change.

Sensitization of Students to Social Issues:

College plays a pivotal role in creating awareness about societal challenges, fostering empathy, and nurturing a sense of responsibility. One effective approach is integrating social issues into the curriculum, allowing students to explore and understand complex problems such as poverty, inequality, and discrimination.

Moreover, College often invites guest speakers, including social

activists, NGOs, and community leaders, to share their experiences and insights. These interactions broaden students' perspectives, encourage critical thinking and motivate them to actively engage in addressing social issues. Workshops, seminars, and awareness campaigns are organized to facilitate open discussions and collaborative problem-solving.

File Description	Documents
Paste link for additional information	https://www.facebook.com/nssjdwomenscolleg, https://www.facebook.com/JDWCNCC?mibextid=ZbWKwL
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

16

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

49

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1088

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

31

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate

houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	[View File]()
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File]()

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

College has all the necessary facilities for effective teaching and learning process.

Classroom: College has sufficient number of well-furnished, well ventilated, spacious classrooms equipped with LCD projectors for conducting theory classes. The College also has ICT Classrooms where the provision of Multimedia learning, Wi-Fi connectivity and internet access is given. MCA, MBA, BBA, BCA departments have computer labs fully equipped with computers of latest configuration

Seminar Hall: The College has multiple seminar halls with ICT facilities. These halls are regularly used for conducting seminars, workshops, guest lectures, conferences and other co-curricular and extra-curricular activities in the college.

Laboratories: All laboratories are well equipped with state-of-the-art equipment and facilities. These labs are utilized for conducting practical classes as per the requirements of the curriculum.

BBA, BCA, MBA & MCA labs have hundreds of computers for practical exercise by the students.

Library: The college has central and technical library along with departmental libraries in most of the departments. The libraries contain all the necessary books required for undergraduate and post-graduation courses. Relevant journals are also subscribed in the Technical library.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.jdwcpatna.ac.in/photo-gallery7.php

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The College is proactive in providing facilities for cultural activities, sports, games, gym and yoga in the campus.

The college has a well-furnished, fully air-conditioned auditorium with the capacity of around 200 seats. It is well designed and equipped with sound system and ICT facilities. This is extensively used for cultural activities, seminars, workshops and other academic and co-curricular activities. Apart from this, science block has an air-conditioned science auditorium equipped with ICT facilities, was established in which is also utilised by different departments for organising academic and cultural programmes.

Sports department has a dedicated hall of about 1400 sq. ft. area, allotted in 2011, for playing indoor games like Table Tennis, Chess, and Carom. The students regularly use this facility. The college campus has a ground for outdoor games like badminton, basketball, volley ball, kho-kho, kabaddi, archery, etc. Some games are played daily in the campus. The sports department does provide all the necessary equipment and accessories for regular conduct of the above sports and games.

Gymnasium: The College has a well-equipped gymnasium, setup in 2011 in an area of 1592 sq. ft.. It has all modern equipment like treadmill, bicycle, twister, dumbbell, multi gym and many more facilities.

Yoga centre: The College also has a spacious hall dedicated to Yoga and Meditation. It was constructed in the year 2014.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.jdwcpatna.ac.in/photo-gallery5.php

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

76

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.jdwcpatna.ac.in/aqar/ictfacilities22.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

57497037.24

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

College has Central and Technical library that contains all the necessary books for UG, PG and vocational courses. It also has journals, Magazine and newspaper so that students can be aware of recent trends in research. The Central and Technical libraries are fully automated by software LMS-e Pustakalaya (Version-1) since 2019. The libraries are well maintained by qualified and experienced librarian and staff members. The software generates all the essential report and maintain data base of all books and smoothen the task of librarian and users. To avail the services of library, students have to register themselves by filling a registration form and after they can take advantages of library services. To enhance and improve the library services the library committee takes regular feedback from users and laid down procedures, so that each and every user can take optimum utilization of available resources. Library is enabled with Wi-Fi with bandwidth of 100 Mbps.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	http://harmoniousinfotech.biz/users/login

4.2.2 - The institution has subscription for the C. Any 2 of the above **following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

285,869.72

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	[View File](#)
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

6105

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college does augment its basic IT Infrastructure time to time by adding and upgrading the computer systems with advanced microprocessors. Augmentation and maintenance of the IT infrastructure is done by a team technicians headed by a System and Network Administrator. All the departments and the library have computer and printer with Wi-Fi connection. Most of the classrooms, some labs and seminar hall are also properly equipped to support ICT based teaching learning process with projectors and smart boards.

Under the policy of 'Saat Nishchay" the government of Bihar has provided IT and Wi-Fi facility in the college. The professional departments have dedicated Wi-Fi facilities of their own, which are annually updated. College has appropriate budgetary provision for up-gradation and updating its IT facilities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.jdwcpatna.ac.in/aqar/itfaciliti es22.pdf

4.3.2 - Number of Computers

214

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1,69,68,997

File Description	Documents
Upload any additional information	[View File]()
Audited statements of accounts	[View File]()
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File]()

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The Institution has well established systems and procedures for maintaining and utilizing physical, educational and support facilities such as laboratories, libraries, classrooms, sport complex, computers etc.

There is a Maintenance Committee consisting of teachers and non-teaching staff of science, arts and professional departments to supervise the maintenance of total college infrastructure.

Cleaning and security services have been assigned to outside agencies. Maintenance of labs, libraries, lifts, generating sets, computers and other ICT facilities are also outsourced. The college has a permanent gardener for the upkeep of campus gardens and other plants and trees. An electrician is also employed for maintaining the electrical system in the campus.

The Maintenance Committee regularly checks the status of all infrastructure facilities and insures their quality maintenance.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	http://www.jdwcpatna.ac.in/aqar/ppolicies22.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

7977

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

7977

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	http://www.jdwcpatna.ac.in/aqar/cbsei22.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

501

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

501

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	*View File*
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

36

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	*View File*

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

408

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	*View File*

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

18

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<u>View File</u>

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 year

5.3.1.1 - 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 year.

46

File Description	Documents
e-copies of award letters and certificates	<u>View File</u>
Any additional information	<u>View File</u>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<u>View File</u>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Student representatives are members of many administrative bodied of the College such as IQAC Committee, Proctorial Board, etc. There is also a Student Council comprising of students from

different streams, who represent the concerns of the students before the College management and enforce proper discipline among them.

Co-curricular and extracurricular committees are formed for such events, as and when required. Such committees are mostly manned by students, who function under guidance of a teacher. All the College events are mainly managed by the student.

File Description	Documents
Paste link for additional information	http://www.jdwcpatna.ac.in/aqar/institutionfacilitates22.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

49

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

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

The alumni association of J D Women's College, Patna was formed on 09/12/2019 and named as J D Women's Alumni Association. The association got duly registered under Welfare Society Act on Since then, Alumni Meet has been organized every year. The last Alumni Meet was organized on 26th February, 2023.

The Alumni Association has collected significant amount of donation from its members during last four years. The amount has been utilized in promoting and organizing the Alumni meets.

The Alumni Association periodically organizes some skill development programs for the students. They also provide career guidance and assistance to the existing students.

File Description	Documents
Paste link for additional information	http://www.jdwcpatna.ac.in/online-form/alumni-membership-form.php
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)   E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The Principal is the head of the Institution and performs various duties. She takes care of Administration, Finance, Conventional Departments, Professional/Vocational departments and the IQAC Cell. Many teachers work with the Principal in running these departments.

The Principal also looks after several Committees, with the help of Teachers such as Advisory Committee, Library Committee, Examination Wing, Proctorial Board, OBC/SC/ST Cell, NSS/NCC and Counselling Cell. She is the head of the IQAC, which has two Co-ordinators. There are Seven criteria of IQAC, each taken care of by a Teacher.

There are many other Committees:

a) Committee for college Research and Development.

b) Committee for internal and external Academic Administration audit.

c) Alumni Club.

d) Committee for Green and Sustainable development.

e) Student Council.

f) Grievance and Anti-ragging Cell.

g) Placement Committee.

The college has planned to start several new certificate courses and degree courses for the better future of the students of this college such as: -

1. Establishing language lab for English language.

2. Teaching yoga for better physical and mental health.

3. Karate, Martial Art and Skating.

4. Providing Institutional ID Card.

5. Centre for counselling of students in Psychology department.

For developing leadership quality we have NCC and NSS. Students Union election is held for the leadership development.

File Description	Documents
Paste link for additional information	http://www.jdwcpatna.ac.in/aqar/instvision leadership22.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Effective leadership is reflected in various institutional practices such as decentralization and participative management.

a) The college is committed to train young mind to compete regionally, nationally and globally to be better citizens

dedicated to national integration and justice.

1. Principal is Chairperson of all academic departments and various policy making bodies such as governing body. Various teachers are assigned to look after the different Boards and Committees

2. Board of Governance.

3. Board of Examination.

4. Finance Committee.

5. IQAC Cell.

6. Cultural Committee.

7. Disciplinary cell.

8. Anti-Ragging Cell.

9. Placement and Career counselling.

10. Grievance redressal cell.

11. Purchase Committee.

12. Building.

Students counselling cell for Board of studies. Sports Committee department hostel committee.

- Routine.

- Library committee.

- Student Council.

- RTI and legal cell.

- Service Books.

- Budget claim and Utilization.

- Admission.

- Press Media.

- Waste disposal.

b) Different strategies and plans successfully implemented.

1. Online availability of admission form and submission.

2. Online filling of examination forms.

3. Admit card can be downloaded from the website.

4. Online publication of examination results.

5. Online collection for free on various heads as admission, examination etc.

c) Personal hygiene is facilitated.

1. Sanitary pad is made available through vending machine.

2. Used pad can be disposal of properly through machine.

d) Availability of drinking water.

File Description	Documents
Paste link for additional information	http://www.jdwcpatna.ac.in/aqar/effectiveleadership22.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Online admission has been successfully implemented. Availability of online forms for students have been successfully carried out. The Institution has developed a well-defined strategic plan and deployment. Necessary documents are available in the Institution. This can be observed under the following Section.

Knowledge enhancement of facilities:- The Institution has highly

qualified facilities with Doctoral, Post-doctoral and Teaching experience. Their knowledge and skills have been regularly upgraded by their participation in Faculty empowerment program and development program.

• Students Enrichment: - Various value-added program has been included to enhance skills among student apart from their regular curriculum. Their participation in sports at State and National levels. Extracurricular activities volunteering in NCC and NSS activities are highly encouraged to bring social values among students. The classrooms are ICT enabled and help the students to learn through audio-visual modes. Students are also provided with WIFI facilities to access the information at all times. To maintain hygiene and cleanliness, girls restroom are equipped and well maintained sanitary pad vending machines incinerators. The college always has supported differently abled students by providing lift, ramp and railings.

Feedback system: Regular feedback is collected from all stakeholders. Structural questionnaire to obtain feedback from various stakeholders for improvisation of virtual teaching. This would assist in maintaining the quality of education in the college.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.jdwcpatna.ac.in/aqar/institutionalstrategic22.pdf
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The Principal is the head of the Institution and performs various duties. She takes care of Administration, Finance, Conventional Departments, Professional/Vocational departments and the IQAC Cell. Many teachers work with her in running these departments.

The Principal also looks after several Committees, with the help of Teachers such as Advisory Committee, Library Committee, Examination Wing, Proctorial Board, OBC/SC/ST Cell, NSS/NCC and Counselling Cell. She is the head of the IQAC, which has two Co-

ordinators. There are Seven criteria of IQAC, each taken care of by a Teacher.

There are many other Committees:

a) Committee for college Research and Development.

b) Committee for internal and external Academic Administration audit.

c) Alumni Club.

d) Committee for Green and Sustainable development.

e) Student Council.

f) Grievance and Anti-ragging Cell.

g) Placement Committee.

There is an Advisory Board consisting of Principal and Senior Teachers to make policy about the Core college and Vocational courses.

Since this college is a constituent unit of Patliputra University, the service rules of the govt. employees are framed by the Chancellor, State Govt. and the University.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://www.jdwcpatna.ac.in/aqar/functioninginstbodies22.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	_View File_
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	_View File_

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institute has effective welfare measures for teaching and non-teaching staff,

Response:- Our college is committed to the well being of its stakeholders and its employees.

• Monitory benefits rendered.

• Provident fund as per government norms.

• Gratuity as per government norms.

• Health insurance schemes.

• Group insurance schemes.

• Financial support as loan from faculty welfare fund for teaching and non-teaching staff.

• Basic pay is revised periodically with regular increments.

Development programs: -

• Faculty development program is conducted for teaching and non-teaching staff.

Materials Benefits: -

• We have girls' restroom on all floors of college. Ramp and Lift facilities are available for specially challenged student and

Faculty. Water Purifiers and Water Cooling Machine are available.

• Sanitary pad vending machines and incinerator machines are installed in girls' washrooms.

Catering emotional needs.

• Staff Grievance Redressal Cell to address the issue and grievance of the facilities.

Availability of full-time counselling for both staff and students.

Other benefits: -

• Maternity leave to the women employees.

• Paternity leave is provided for all the Teaching Faculty and non-teaching staff for a period of 15 days.

• A day care center for the babies and infants of the staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

5

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	<u>View File</u>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<u>View File</u>

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

45

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	[View File](#)
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

There is an effective performance appraisal system for teaching and non-teaching staff relevant information pertaining to all Academic and Administrative activities of both teaching faculty and non- teaching staff are recorded in their service book.

The college has an effective self-appraisal system for teaching and non-teaching staff. Performance appraisal forms included.

Personal Details: -

- **Faculty Development programs attended.**
- **Pedagogy used in classroom.**
- **Feedback by students and peers based on Teaching, Learning & Evaluation result analysis of the classes conducted by the Teachers.**

Research & Publication: -

- **Number of Research Publication.**
- **Papers presented.**

Extension Activities: -

- **Details of extension activity organized if any.**
- **Details of outreach program organized or activity participated.**

Students support activities: -

- **Extracurricular activities organized.**

Leadership abilities: -

- **Any programs initiated organized by the teachers.**

Non-teaching staff: -

- **The performance appraised report of non-teaching staff is taken on annual basis using structured questionnaire. The staff members are appraised on the following parameters.**
- **Work efficiency and time management in completing the given task.**
- **Knowledge of the rules & regulations and other skills enquired.**
- **Punctuality at work.**
- **Communication skills.**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Every Financial year, the Internal Audit of J. D. Women's College is conducted by a Chartered Accountant who is appointed by the college authority with the consent of university.

External Audit of the college accounts is annually conducted by the Education Department of Government of Bihar. Other than general audit, the college also conducts scheme-wise audit of funds received from UGC, RUSA, State Government, and the University.

The audited accounts of the College are placed in the Advisory Council of the college, and the audit objections are discussed with the Auditor and remedial actions are taken promptly.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The College receive funds from various outside sources such as:-

1. RUSA

2. UGC

3. Bihar Government

The College applies for funds under different funding schemes of the above organizations. We duly follow up the application to get the funds sanctioned

The funds are usually meant for Infrastructure development, Academic assistance, Research and other works.

Funds are utilized as per the guidelines given by respective

funding agency. Fund utilization certificates are duly submitted in time.

We generate some fund from some internal sources like rent from canteens, stationary shops, Bank and Ice-cream parlor situated in the college premises. The rent is periodically revised keeping in view the rate of inflation.

Being a women's college, we can't charge teaching fee from girl students of general undergraduate and postgraduate courses as per the State Government's instruction. However, we charge some Development fee from them, which is utilized for maintenance expenses.

Self-financing vocational and professional courses are run with fees collected from students.

File Description	Documents
Paste link for additional information	http://www.jdwcpatna.ac.in/aqar/mobilizationfunds22.pdf
Upload any additional information	View File

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

An academic council has been constituted to monitor and to strengthen teaching learning process.

IQAC prepares its academic plan in the beginning of academic year. Curriculum Delivery, Internal Assessment, Co-curricular activities are closely monitored by the Academic Council and the IQAC members.

As the traditional classroom teaching wasn't possible during COVID lockdown, all the department adopted online mode of teaching as per IQAC instructions. Students were regularly provided study material in the form of PDF, PPT, Video clips etc. on a regular basis.

Moreover, these e-learning materials were regularly uploaded on college website for easy access to the students.

File Description	Documents
Paste link for additional information	http://www.jdwcpatna.ac.in/aqar/contributioniqac22.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The college reviews its teaching learning process, structures & methodology of operations and learning outcomes at periodic intervals through IQAC setup as per norms and recorded the incremental improvement in various activities.

IQAC plays dynamic role in reviewing and improve implementation of teaching learning reforms from time to time through a proper system as mentioned below.

• Review of Teaching, Learning and Evaluation in monthly meeting. Mentors daily feedback from stakeholders collected, analyzed (action taken by heads and report is displayed on the website).

• Inviting of Guest lecture on various departments.

• Academic administration audit to track the functioning of the institution on various parameters given by NAAC. IQAC conducts the academic administration audit.

• Curriculum design & development, Research consultancy & Extension, Internship, Industrial visits, Paper presentation, Publication, Consultation and Professional Development Programs.

• Blended Teaching and Learning integrated with ICT.

All the classrooms are WIFI enabled. Students get free access to WIFI during the stay in the compounds.

• Faculty use library facilities.

LCD projectors for better Audio Visual in teaching.

File Description	Documents
Paste link for additional information	http://www.jdwcpatna.ac.in/aqar/teachinglearning22.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.jdwcpatna.ac.in/aqar/qualityassuranceinitiatives22.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender equity requires equal enjoyment by women and men of socially-valued goods, opportunities, resources and rewards.

Being a Women's College, it is our prime duty to inform, enable and embolden the girl students to assert their equal rights and duties in society.

Essay competition, quiz, seminars and various other gender sensitization and equality programs were conducted to make the

students realize the importance of Women's empowerment for their equal participation in social life.

For the safety and security of the students, guards are posted at gates, hostel and other important locations in the campus. CCTV cameras are installed at all vintage points and the footages are centrally monitored. From girl students' security point of view, Stationary shop, canteens, cyber center etc. are provided in the campus itself. They are also trained in "Martial Arts" under the "Nirbhaya Brigade" project for self-defense.

Anti-harassment Cell of the college, makes the girl students aware of the types of crimes frequently committed against them such as eve teasing, domestic violence, rape, work place abuse etc. They are also advised about the way to handle such situations.

File Description	Documents
Annual gender sensitization action plan	http://www.jdwcpatna.ac.in/aqar/miipge22.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Waste management is a high priority area for the college. To keep

the campus clean, we have different colours of dustbins placed at suitable points in the campus, which are meant to segregate different types of waste for proper disposal/recycling.

Blue dustbins are meant for collection and disposal of plastic wrappers and non-biodegradable wastes. Green-color dustbins are for wet and biodegradable wastes and Yellow dustbins for waste papers and used glass bottles.

For Bio-medical waste management, Black dustbins are available near the Sehat Kendra and other locations in the campus for disposal of gloves, masks and sanitary pads.

For E-waste management; defunct computers, circuit boards, hard drives, electric wires and bulbs etc. are regularly collected, stored and auctioned for recycling to save from their hazardous radioactive effect in the local environment.

Moreover, the students are involved in 'best out of waist projects' such as paper-bag making, cardboard dustbin making etc. for recycling of waste materials. Old newspapers, magazines, answer books etc. are periodically sold to recycling agents.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and

A. Any 4 or all of the above

facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information :
Human assistance, reader, scribe, soft copies of reading material, screen   reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

To promote an inclusive environment for religious, cultural and linguistic tolerance, our College has been celebrating festivals of many religions and cultural such as: Holi Milan, Iftar party, Christmas events, lohri, baisakhi etc. with equal fever.

To promote socioeconomic sensitivity among students, an educational and training program for poor and deprived children is daily conducted in the campus, in collaboration with 'Be for Nation' charitable trust.

To promote linguistic harmony among students, many online and offline activities such as speech delivery, essay writing, poetry reading etc. was conducted in Hindi and English on the occasions of Hindi Diwas, Youth Day, Gandhi jayanti etc.

We all know that the state of Bihar is the cradle of many religions and cultures as Buddhism, Jainism, Sikhism and Hinduism. Group visits are regularly organized for the Students to Bodhgaya, Pawapuri, Patna Sahib, Nalanda and other religions cum cultural places in the state, to foster religious and cultural awareness and harmony among them.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The College organized Constitution day on 26th November 2022. A speech competition was conducted on the topic of "Basic Structure of Indian Constitution" and "the Role of Opposition Parties in Democracy" on that day. Posters enlisting Constitutional Values are displayed at many places in the campus for creating awareness about the issue among students.

Human Rights Day was celebrated on 10.12.2022. In order to promote awareness about Fundamental Duties as citizens, a number of programmes were conducted in the college during the year. A tree plantation drive was conducted on 5.6.2022. A Nukkar Natak on "Save Soil" wqas also conducted on that day. National Integration Day on 11.6.2022, Universal Brotherhood Day on 11.9.2022 and Earth Day on 3.3,2023 were also conducted in the campus. Students also participated in National Integration Camp organized by NSS in Bardwan University from 18.2.2023 to 24.2.2023.

Posters depicting Constitutional Rights, Duties and Responsibilities are also displayed at several places in the campus for creating respective awareness among students.

Hoisting of National Flag and rendition of National Anthem are done on every Independence Day and Republic Day to make the students realize the importance of national freedom and the struggle of freedom fighters.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://www.jdwcpatna.ac.in/aqar/sseico22.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	[View File](#)
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	[View File](#)
Any other relevant information	[View File](#)

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Various National and International commemorative days and events celebrated / organised by the College to promote the values of Internationalism, Nationalism, Environmentalism, National Integration, Gender parity etc. among the students. A list of such events are chronologically listed here under:

1. **International Literacy Week**
2. **Population Day**
3. **Independence Day**
4. **Teacher's day**
5. **National Literacy Day**
6. **Universal Brotherhood Day**
7. **Children's day**
8. **National Constitution Day**
9. **World AIDS Day**
10. **National Youth Day**
11. **Republic Day**
12. **International Women's Day**

13. World Sparrow Day
14. World Health Day
15. Baba saheb Bhim Rao Ambedkar Jayanti
16. Budha Jayanti
17. National Statistics day
18. No Tobacco Day
19. International Yoga Day

Different types of waste for proper disposal/recycling. Blue dustbins are meant for collection and disposal of plastic wrappers and non-biodegradable wastes. Green-color dustbins are for wet and biodegradable wastes and Yellow dustbins for waste papers and used glass bottles.

For Bio-medical waste management, Black dustbins are available near the Sehat Kendra and other locations in the campus for disposal of gloves, masks and sanitary pads.

For E-waste management; defunct computers, circuit boards, hard drives, electric wires and bulbs etc. are regularly collected, stored and auctioned for recycling to save from their hazardous radioactive effect in the local environment.

Moreover, the students are involved in 'best out of waist projects' such as paper-bag making, cardboard dustbin making etc. for recycling of waste materials. Old newspapers, magazines, answer books etc. are periodically sold to recycling agents.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

1. Title of the Practice: Environmental Consciousness

2. Objectives of the Practice:

A. To promote environmental consciousness among all college members.

B. To minimize the environmental impacts of all college operations

C. To inculcate environmentally safe behaviour among all college members.

3. The Context:

The Climate Changes is causing natural disasters and distresses of unprecedented magnitude and frequency in the World. Moreover, local air, water and food pollutions are also killing. Therefore, we need to essentially practice and promote environmentally safe behaviour."Saving the Earth is saving Ourselves."

4. The Practice:

For achieving the above objectives, we follow "Learning by Doing" principle. Other than classroom focus on environmental issues, frequent pro-environment events are organised in the college campus and beyond. All the girl students have been mandated to participate in such activities. We aim to make them lifelong practitioner and advocates of environmentally safe behaviour. However, financial constrain has been a limiting factor in this endeavour.

5. Evidence of Success:

The college maintains a clean, green, and environmentally safe campus. Carbon footprints of the college has been reduced through the use of solar power and up keep of plants and trees. Water-harvesting is done to recharge the ground water. High creeper fencing saves the campus from air pollution from surrounding roads.

6. Problems Encountered and Resources Required:

The most challenging problem was maintenance of all the pro-environment facilities during vacations. Paucity of adequate finance was another problem.

File Description	Documents
Best practices in the Institutional website	http://www.jdwcpatna.ac.in/aqar/bestprac22.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

In furtherance to our special focus on digitisation of Teaching/Learning process in the previous year, the Institution set the objective of "Paperless Office" in the current year. This was specially required to cut short the long serpentine ques in-front of office counters. Reducing face-to-face interaction with students was also required to minimise the cases of unfair dealings in the office.

The College, therefore, has now completely digitised a number of standard office processes like Admission, Registration, Fee Deposit, Exam form filling, distribution of Admit Card, issue of College Leaving Certificate and Character Certificate etc. The office staff have been duly trained in such processes. Official notices are now conveyed to teachers, non-teaching staff and students through a number of WhatsApp groups that have been duly formed.

As a result, the office functioning has become less crowded, more efficient and relatively fair. And the use of paper has, of course, come down significantly.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

As a constituent unit of Patliputra University, it follows the syllabus and curriculum set by the University. However, the teachers of the College regularly attend meetings held at the University Departments regarding the curriculum design/revision. The curriculum is intimated by the University to the College through circular and the same is posted on the University website. The College has also put up the entire syllabus and curriculum on its website as well.

The Time-Table Committee of the College designs a master time-table that distributes subject classes, contact/tutorial classes and practical classes in a manner that makes teaching efficient. . For transparency and efficiency, teachers' time-tables and class time-tables are prominently displayed on the notice boards for students and are also available on the College website. The Departments hold monthly meetings to assess the covered curriculum and discuss the difficulties the students and teachers may be facing in the classes. Detailed reports of these meetings are sent to the Principal. Each class has a class representative and it is her duty to report to the Teacher-In-Charge the problems and difficulties, if any, being faced in the teaching-learning process. Special attention is given to the needs of both the Slow and Advanced learners.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://www.jdwcpatna.ac.in/agar/ecd2022-23.p df

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Continuous Interal Evaluation

The academic calendar of the institution is notified by the

university, which is strictly followed. Continuous Internal Evaluation is one of the core features of the Choice Based Credit System. We follow 70:30 pattern of examination system as proposed by the university. 70 marks per subject is allotted for external examination conducted by the university at designated centre. The remaining 30 marks is allotted for continuous internal evaluation, which is broken down into 4 parts: 15 marks for 2 Internal Tests of 7.5 marks each, 5 marks for Attendance, 5 marks for Regular Conduct and 5 marks for Assignment. Internal tests are conducted under strict supervision of teachers. Shortly after the conduct of mid semester tests, the evaluated answer sheets are distributed to the students in the classroom. Students are given time to reflect on their performance and also on the quality of evaluation. Grievances, if any, are addressed in the classroom. Re-examination is conducted for slow learners or under performers. Students having less than requisite percentage of attendance are given chance to appear in the mid semester examination only after the examination cell is satisfied with the reason for absence provided by the candidate.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://www.jdwcpatna.ac.in/aqar/cie2022-23.p df

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

12

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

5

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

70

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The College offers Undergraduate & Post Graduate courses in various Arts, Science and Technical streams, which address the issues of Gender Equality, Environment and Sustainability, Human Values and Professional ethics. A full paper titled "Environment and Sustainability" is a part of PG syllabus of all Arts and Science courses. Moreover, different departments have included these topics The above topics are also covered in different papers of UG and PG course syllabus, the detail of which is uploaded as File Description. Different departments of the institution also conduct seminars, workshops and presentations on the related topics, the detail of which is also uploaded as supporting document.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

4

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

70

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	http://www.jdwcpatna.ac.in/aqar/feedbacksylltrans2022-23.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows | **B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.jdwcpatna.ac.in/aqar/fpi2022-23.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

3050

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

2078

File Description	Documents
Any additional information	[View File]
Number of seats filled against seats reserved (Data Template)	[View File]

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Students' learning levels are continuously assessed during classroom interaction with teachers and Internal Assessment in the form of assignments, laboratory work and Mid-semester examinations. Subject teachers identify the Slow and Advance Learners

Strategies for Slow Learners: -

The Slow Learners are given special attention in the classrooms. Teachers give special help to such students by conducting remedial classes, providing study materials and giving personal guidance to them.

Strategies for advance learners: -

As for as Advanced Learners are Concerned, we try to motivate them to attend various seminars, conferences and participate in quiz competitions. They are also advised to take up related add on courses.

File Description	Documents
Paste link for additional information	[Nil]
Upload any additional information	[View File]

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
7933	45

File Description	Documents
Any additional information	View File

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

The Institute focuses on the student-centric methods of learning. Effort is regularly made to make Teaching/Training more effective. All the teachers give their best to make the learning process more interactive by adopting the below-mentioned student-centric methods. The college provides an effective platform for the students to develop latest skills, knowledge, attitude and values to shape their personality according to the needs of modern times.

All the departments of the college provide experiential learning to the students through lab work, internship program, excursion tours, industrial visits etc. Group projects are regularly assigned to the students and group discussions are conducted to promote participative learning. Group events such as departmental seminars, fresher and farewell functions are regularly organized by the students under the guidance of teachers for this purpose. Students are also motivated to participate in group sports and compete in intra and inter college and university competition to promote participative learning skill. Case studies are periodically conducted in Professional and Vocational departments to develop individual and group problem solving skills of the students.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Traditionally, the college had been using the 'chalk and talk method' of teaching teaching, where in more emphasis was given on classroom interaction.

But during last few years, ICT technology has been incrementally used to reinforce the teaching/training process.

The college currently has 7 smart classrooms fitted with smart board, projectors, laptop etc. The teachers are made techno-friendly through proper training to make use of these modern facilities. They use PPTs and videos to help the students understand the concepts better.

The college campus is Wi-Fi enabled, which enables the students to avail E-learning facilities like E-books and E-journal for individual learning. Moreover, the teachers do encourage the students to attend various online courses and webinars. Students are advised to contact the teachers and seek clarifications of their queries, if any, through Whatsapp group of respective batches. As such, the students get 24X7 educational support with the help of ICT.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**No File Uploaded**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

45

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
Mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

45

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

40

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

598

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Being a constituent unit of the Patliputra University, our examination/assessment mechanism is prescribed by the University. CBCS system has been introduced in PG courses only till now. The Internal Assessment framework prescribed in CBCS system has been implemented for all PG courses. Out of 100 marks for each paper, 30 marks, has been assigned for internal assessment. The total internal assessment marks has been broken down into four parts:

1. Two mid-term internal exams: 7.5 marks each

2. Quiz and Presentation: 05 marks

3. Subject Assignment: 05 marks

4. Attendance and Discipline: 05 marks

The given framework of Internal Assessment is strictly followed by all the PG departments. The total internal assessment marks is computed and forwarded in time to the University for inclusion in semester result.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://www.jdwcpatna.ac.in/aqar/cie2022-23.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

The college has a Controller of Examination for smooth conduction of internal examinations. The evaluated answer sheets of such exams are shared with the students for review. If students feel any discrepancy in marks obtained, they approach the examination department to get their answer sheets reevaluated. In case there is any mistake in adding up the internal examination marks in the answer sheet, the students approach the examination department of the college with proper application for due correction. The examination department, after verifying the complaint, forwards the complaint application to the concerned teacher for appropriate correction

in marks. In case any mistake happens in recording the internal evaluation marks in university mark sheet, the examination department follows up the case with the concerned university authority to get the problem solved as early as possible.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The program outcomes and course outcomes are adopted for all programs offered by the college in accordance with university guidelines.

The course and program outcomes of various under graduate and post graduate programs offered by the institution are uploaded on the college website.

College always organizes an orientation program for the students at the beginning of the session to provide an overview of the course curriculum and its outcomes.

The course and program outcomes are suitably displayed in concerning departmental offices for ready reference by the teachers and students.

The program and course outcomes are also shared individually with all the respective students through Whatsapp groups in the beginning of each session.

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional information	http://www.jdwcpatna.ac.in/aqar/progoutc.pdf
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Internal and University examinations form the main basis of measuring program outcomes.

1. Internal Assessment: Internal Assessment system is aligned with course and program outcomes. Mid-term exams are designed to evaluate the attainment of these outcomes by the students.

2. Dissertation and Project work: Attainment of program and course outcomes by the students is also evaluated through dissertation and project works done by them.

3. Internship: Internship is an essential part of some of the course curriculum. A viva voce is conducted on that basis; by which also students' attainment of program and course outcome is evaluated.

The students, for whom internship is not mandatory, are encouraged and guided by the teachers to undertake the same on their own

1. External Examinations: The results of semester and annual examinations conducted by the university also form the basis of evaluating the students' program and course outcomes.

2. Placements: One of the most important program outcome criteria is the employability of students. The college has a placement cell which helps the students in getting placements.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	<u>Nil</u>

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

1844

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	<u>View File</u>
Paste link for the annual report	<u>Nil</u>

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<u>http://www.jdwcpatna.ac.in/aqar/sss2022-23.pdf</u>

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 year (INR in Lakhs)

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

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

28

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	[Nil](#)

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Founded with a visionary purpose, this institution serves as a hub for fostering creativity, research, and groundbreaking ideas. With a focus on cultivating an environment conducive to innovation, the institute houses state-of-the-art facilities, collaborative workspaces, and a diverse community of forward-thinking individuals.

- At the core of its initiatives is the encouragement of knowledge creation, supported by robust research programs and interdisciplinary collaborations. The institute actively engages with industry experts, academia, and entrepreneurs to stimulate the exchange of ideas. Through strategic partnerships and mentorship programs, it empowers aspiring innovators to transform their concepts into tangible solutions.
- Furthermore, the institution places a strong emphasis on the transfer of knowledge, recognizing its pivotal role in societal advancement. Workshops, seminars, and technology transfer initiatives bridge the gap between theoretical concepts and real-world applications, ensuring that groundbreaking discoveries find practical implementation. This commitment to knowledge transfer not only benefits the immediate community but also contributes to the broader ecosystem of innovation.
- In conclusion, the Innovation Institute stands as a beacon of progress, where the creation and transfer of knowledge are not only encouraged but embedded in the very fabric of its existence. Through its pioneering initiatives, this institution plays a pivotal role in shaping the future of innovation and leaving an indelible mark on the landscape of knowledge.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

12

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

30

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

15

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

13

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Extension activities that transcend the boundaries of the college premises and actively engage with the neighborhood community, serve as a bridge between theoretical knowledge and real-world application, aiming to sensitize students to social issues and cultivate a sense of responsibility towards their community.

Extension Activities in the Neighborhood Community:

Extension activities in the neighborhood community are diverse and multifaceted, ranging from environmental conservation projects to community service initiatives ((Save Soil Save earth, Environment day, Earth Day), where students actively participate in clean-up drives, tree planting, Nukkad Natak and beautification projects. This not only enhances the aesthetic appeal of the community but also instills a sense of environmental stewardship in the students.

Additionally, College often organizes health camps, psychological counseling Vaccination camp and awareness programs in collaboration with local healthcare providers. Students actively contribute by organizing workshops, conducting surveys, and disseminating crucial information, thereby acting as catalysts for positive change.

Sensitization of Students to Social Issues:

College plays a pivotal role in creating awareness about societal challenges, fostering empathy, and nurturing a sense of responsibility. One effective approach is integrating social issues into the curriculum, allowing students to explore and understand complex problems such as poverty, inequality, and

discrimination.

Moreover, College often invites guest speakers, including social activists, NGOs, and community leaders, to share their experiences and insights. These interactions broaden students' perspectives, encourage critical thinking and motivate them to actively engage in addressing social issues. Workshops, seminars, and awareness campaigns are organized to facilitate open discussions and collaborative problem-solving.

File Description	Documents
Paste link for additional information	https://www.facebook.com/nssjdwomenscolleg, https://www.facebook.com/JDWCNCC?mibextid=ZbWKwL
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

16

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

49

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1088

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

31

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries,

corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

College has all the necessary facilities for effective teaching and learning process.

Classroom: College has sufficient number of well-furnished, well ventilated, spacious classrooms equipped with LCD projectors for conducting theory classes. The College also has ICT Classrooms where the provision of Multimedia learning, Wi-Fi connectivity and internet access is given. MCA, MBA, BBA, BCA departments have computer labs fully equipped with computers of latest configuration

Seminar Hall: The College has multiple seminar halls with ICT facilities. These halls are regularly used for conducting seminars, workshops, guest lectures, conferences and other co-curricular and extra-curricular activities in the college.

Laboratories: All laboratories are well equipped with state-of-the-art equipment and facilities. These labs are utilized for conducting practical classes as per the requirements of the curriculum.

BBA, BCA, MBA & MCA labs have hundreds of computers for practical exercise by the students.

Library: The college has central and technical library along with departmental libraries in most of the departments. The libraries contain all the necessary books required for undergraduate and post-graduation courses. Relevant journals are also subscribed in the Technical library.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.jdwcpatna.ac.in/photo-gallery7.php

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The College is proactive in providing facilities for cultural activities, sports, games, gym and yoga in the campus.

The college has a well-furnished, fully air-conditioned auditorium with the capacity of around 200 seats. It is well designed and equipped with sound system and ICT facilities. This is extensively used for cultural activities, seminars, workshops and other academic and co-curricular activities. Apart from this, science block has an air-conditioned science auditorium equipped with ICT facilities, was established in which is also utilised by different departments for organising academic and cultural programmes.

Sports department has a dedicated hall of about 1400 sq. ft. area, allotted in 2011, for playing indoor games like Table Tennis, Chess, and Carom. The students regularly use this facility. The college campus has a ground for outdoor games like badminton, basketball, volley ball, kho-kho, kabaddi, archery, etc. Some games are played daily in the campus. The sports department does provide all the necessary equipment and accessories for regular conduct of the above sports and games.

Gymnasium: The College has a well-equipped gymnasium, setup in 2011 in an area of 1592 sq. ft.. It has all modern equipment like treadmill, bicycle, twister, dumbbell, multi gym and many more facilities.

Yoga centre: The College also has a spacious hall dedicated to Yoga and Meditation. It was constructed in the year 2014.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[http://www.jdwcpatna.ac.in/photo-gallery5.php](#)

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

76

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[http://www.jdwcpatna.ac.in/aqar/ictfacilities22.pdf](#)
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

57497037.24

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	[View File](#)
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File](#)

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

College has Central and Technical library that contains all the necessary books for UG, PG and vocational courses. It also has journals, Magazine and newspaper so that students can be aware of recent trends in research. The Central and Technical libraries are fully automated by software LMS-e Pustakalaya (Version-1) since 2019. The libraries are well maintained by qualified and experienced librarian and staff members. The software generates all the essential report and maintain data base of all books and smoothen the task of librarian and users. To avail the services of library, students have to register themselves by filling a registration form and after they can take advantages of library services. To enhance and improve the library services the library committee takes regular feedback from users and laid down procedures, so that each and every user can take optimum utilization of available resources. Library is enabled with Wi-Fi with bandwidth of 100 Mbps.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	http://harmoniousinfotech.biz/users/login

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

C. Any 2 of the above

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

285,869.72

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

6105

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college does augment its basic IT Infrastructure time to time by adding and upgrading the computer systems with advanced microprocessors. Augmentation and maintenance of the IT infrastructure is done by a team technicians headed by a System and Network Administrator. All the departments and the library have computer and printer with Wi-Fi connection. Most of the classrooms, some labs and seminar hall are also properly equipped to support ICT based teaching learning process with projectors and smart boards.

Under the policy of 'Saat Nishchay" the government of Bihar has provided IT and Wi-Fi facility in the college. The professional departments have dedicated Wi-Fi facilities of their own, which are annually updated. College has appropriate budgetary provision for up-gradation and updating its IT facilities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.jdwcpatna.ac.in/aqar/itfacilities22.pdf

4.3.2 - Number of Computers

214

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1,69,68,997

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The Institution has well established systems and procedures for maintaining and utilizing physical, educational and support facilities such as laboratories, libraries, classrooms, sport complex, computers etc.

There is a Maintenance Committee consisting of teachers and non-teaching staff of science, arts and professional departments to supervise the maintenance of total college infrastructure.

Cleaning and security services have been assigned to outside agencies. Maintenance of labs, libraries, lifts, generating sets, computers and other ICT facilities are also outsourced. The college has a permanent gardener for the upkeep of campus gardens and other plants and trees. An electrician is also employed for maintaining the electrical system in the campus.

The Maintenance Committee regularly checks the status of all infrastructure facilities and insures their quality maintenance.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.jdwcpatna.ac.in/aqar/ppolicies22.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the

Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

7977

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

7977

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**A. All of the above**

File Description	Documents
Link to Institutional website	http://www.jdwcpatna.ac.in/aqar/cbsei22.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

501

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

501

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**C. Any 2 of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

36

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

408

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State

government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

18

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	[View File](#)

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 year

5.3.1.1 - 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 year.

46

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	[View File](#)
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	[View File](#)

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Student representatives are members of many administrative bodied of the College such as IQAC Committee, Proctorial Board,

etc. There is also a Student Council comprising of students from different streams, who represent the concerns of the students before the College management and enforce proper discipline among them.

Co-curricular and extracurricular committees are formed for such events, as and when required. Such committees are mostly manned by students, who function under guidance of a teacher. All the College events are mainly managed by the student.

File Description	Documents
Paste link for additional information	http://www.jdwcpatna.ac.in/institutionfacilitates22.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

49

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

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

The alumni association of J D Women's College, Patna was formed on 09/12/2019 and named as J D Women's Alumni Association. The association got duly registered under Welfare Society Act on Since then, Alumni Meet has been organized every year. The last

Alumni Meet was organized on 26th February, 2023.

The Alumni Association has collected significant amount of donation from its members during last four years. The amount has been utilized in promoting and organizing the Alumni meets.

The Alumni Association periodically organizes some skill development programs for the students. They also provide career guidance and assistance to the existing students.

File Description	Documents
Paste link for additional information	http://www.jdwcpatna.ac.in/online-form/alumni-membership-form.php
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The Principal is the head of the Institution and performs various duties. She takes care of Administration, Finance, Conventional Departments, Professional/Vocational departments and the IQAC Cell. Many teachers work with the Principal in running these departments.

The Principal also looks after several Committees, with the help of Teachers such as Advisory Committee, Library Committee, Examination Wing, Proctorial Board, OBC/SC/ST Cell, NSS/NCC and Counselling Cell. She is the head of the IQAC, which has two Co-ordinators. There are Seven criteria of IQAC, each taken care of by a Teacher.

There are many other Committees:

a) Committee for college Research and Development.

b) Committee for internal and external Academic Administration audit.

c) Alumni Club.

d) Committee for Green and Sustainable development.

e) Student Council.

f) Grievance and Anti-ragging Cell.

g) Placement Committee.

The college has planned to start several new certificate courses and degree courses for the better future of the students of this college such as: -

1. Establishing language lab for English language.

2. Teaching yoga for better physical and mental health.

3. Karate, Martial Art and Skating.

4. Providing Institutional ID Card.

5. Centre for counselling of students in Psychology department.

For developing leadership quality we have NCC and NSS. Students Union election is held for the leadership development.

File Description	Documents
Paste link for additional information	http://www.jdwcpatna.ac.in/aqar/instvisionleadership22.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Effective leadership is reflected in various institutional practices such as decentralization and participative management.

a) The college is committed to train young mind to compete regionally, nationally and globally to be better citizens dedicated to national integration and justice.

1. Principal is Chairperson of all academic departments and various policy making bodies such as governing body. Various teachers are assigned to look after the different Boards and Committees

2. Board of Governance.

3. Board of Examination.

4. Finance Committee.

5. IQAC Cell.

6. Cultural Committee.

7. Disciplinary cell.

8. Anti-Ragging Cell.

9. Placement and Career counselling.

10. Grievance redressal cell.

11. Purchase Committee.

12. Building.

Students counselling cell for Board of studies. Sports Committee department hostel committee.

• Routine.

• Library committee.

• Student Council.

• RTI and legal cell.

• Service Books.

• Budget claim and Utilization.

- Admission.

- Press Media.

- Waste disposal.

b) Different strategies and plans successfully implemented.

1. Online availability of admission form and submission.

2. Online filling of examination forms.

3. Admit card can be downloaded from the website.

4. Online publication of examination results.

5. Online collection for free on various heads as admission, examination etc.

c) Personal hygiene is facilitated.

1. Sanitary pad is made available through vending machine.

2. Used pad can be disposal of properly through machine.

d) Availability of drinking water.

File Description	Documents
Paste link for additional information	http://www.jdwcpatna.ac.in/aqar/effective leadership22.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Online admission has been successfully implemented. Availability of online forms for students have been successfully carried out. The Institution has developed a well-defined strategic plan and deployment. Necessary documents are available in the Institution. This can be observed under the

following Section.

Knowledge enhancement of facilities:- The Institution has highly qualified facilities with Doctoral, Post-doctoral and Teaching experience. Their knowledge and skills have been regularly upgraded by their participation in Faculty empowerment program and development program.

• Students Enrichment: - Various value-added program has been included to enhance skills among student apart from their regular curriculum. Their participation in sports at State and National levels. Extracurricular activities volunteering in NCC and NSS activities are highly encouraged to bring social values among students. The classrooms are ICT enabled and help the students to learn through audio-visual modes. Students are also provided with WIFI facilities to access the information at all times. To maintain hygiene and cleanliness, girls restroom are equipped and well maintained sanitary pad vending machines incinerators. The college always has supported differently abled students by providing lift, ramp and railings.

Feedback system: Regular feedback is collected from all stakeholders. Structural questionnaire to obtain feedback from various stakeholders for improvisation of virtual teaching. This would assist in maintaining the quality of education in the college.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	http://www.jdwcpatna.ac.in/aqar/instituti onalstrategic22.pdf
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The Principal is the head of the Institution and performs various duties. She takes care of Administration, Finance, Conventional Departments, Professional/Vocational departments and the IQAC Cell. Many teachers work with her in running these departments.

The Principal also looks after several Committees, with the help of Teachers such as Advisory Committee, Library Committee, Examination Wing, Proctorial Board, OBC/SC/ST Cell, NSS/NCC and Counselling Cell. She is the head of the IQAC, which has two Co-ordinators. There are Seven criteria of IQAC, each taken care of by a Teacher.

There are many other Committees:

a) Committee for college Research and Development.

b) Committee for internal and external Academic Administration audit.

c) Alumni Club.

d) Committee for Green and Sustainable development.

e) Student Council.

f) Grievance and Anti-ragging Cell.

g) Placement Committee.

There is an Advisory Board consisting of Principal and Senior Teachers to make policy about the Core college and Vocational courses.

Since this college is a constituent unit of Patliputra University, the service rules of the govt. employees are framed by the Chancellor, State Govt. and the University.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://www.jdwcpatna.ac.in/aqar/functioninginstbodies22.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and	A. All of the above

Support Examination

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institute has effective welfare measures for teaching and non- teaching staff,

Response:- Our college is committed to the well being of its stakeholders and its employees.

· Monitory benefits rendered.

· Provident fund as per government norms.

· Gratuity as per government norms.

· Health insurance schemes.

· Group insurance schemes.

· Financial support as loan from faculty welfare fund for teaching and non-teaching staff.

· Basic pay is revised periodically with regular increments.

Development programs: -

· Faculty development program is conducted for teaching and non-teaching staff.

Materials Benefits: -

· We have girls' restroom on all floors of college. Ramp and

Lift facilities are available for specially challenged student and Faculty. Water Purifiers and Water Cooling Machine are available.

• Sanitary pad vending machines and incinerator machines are installed in girls' washrooms.

Catering emotional needs.

• Staff Grievance Redressal Cell to address the issue and grievance of the facilities.

Availability of full-time counselling for both staff and students.

Other benefits: -

• Maternity leave to the women employees.

• Paternity leave is provided for all the Teaching Faculty and non-teaching staff for a period of 15 days.

• A day care center for the babies and infants of the staff.

File Description	Documents
Paste link for additional information	<u>Nil</u>
Upload any additional information	**No File Uploaded**

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

5

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

45

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

There is an effective performance appraisal system for teaching and non-teaching staff relevant information pertaining to all Academic and Administrative activities of both teaching faculty and non- teaching staff are recorded in their service book.

The college has an effective self-appraisal system for teaching and non-teaching staff. Performance appraisal forms included.

Personal Details: -

- **Faculty Development programs attended.**
- **Pedagogy used in classroom.**
- **Feedback by students and peers based on Teaching, Learning & Evaluation result analysis of the classes conducted by the Teachers.**

Research & Publication: -

- **Number of Research Publication.**
- **Papers presented.**

Extension Activities: -

- **Details of extension activity organized if any.**
- **Details of outreach program organized or activity participated.**

Students support activities: -

- **Extracurricular activities organized.**

Leadership abilities: -

- **Any programs initiated organized by the teachers.**

Non-teaching staff: -

- **The performance appraised report of non-teaching staff is taken on annual basis using structured questionnaire. The staff members are appraised on the following parameters.**
- **Work efficiency and time management in completing the given task.**
- **Knowledge of the rules & regulations and other skills enquired.**
- **Punctuality at work.**
- **Communication skills.**

File Description	Documents
Paste link for additional information	<u>Nil</u>
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Every Financial year, the Internal Audit of J. D. Women's College is conducted by a Chartered Accountant who is appointed by the college authority with the consent of university.

External Audit of the college accounts is annually conducted by the Education Department of Government of Bihar. Other than general audit, the college also conducts scheme-wise audit of funds received from UGC, RUSA, State Government, and the University.

The audited accounts of the College are placed in the Advisory Council of the college, and the audit objections are discussed with the Auditor and remedial actions are taken promptly.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**No File Uploaded**

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The College receive funds from various outside sources such as:-

1. RUSA

2. UGC

3. Bihar Government

The College applies for funds under different funding schemes of the above organizations. We duly follow up the application to get the funds sanctioned

The funds are usually meant for Infrastructure development, Academic assistance, Research and other works.

Funds are utilized as per the guidelines given by respective funding agency. Fund utilization certificates are duly submitted in time.

We generate some fund from some internal sources like rent from canteens, stationary shops, Bank and Ice-cream parlor situated in the college premises. The rent is periodically revised keeping in view the rate of inflation.

Being a women's college, we can't charge teaching fee from girl students of general undergraduate and postgraduate courses as per the State Government's instruction. However, we charge some Development fee from them, which is utilized for maintenance expenses.

Self-financing vocational and professional courses are run with fees collected from students.

File Description	Documents
Paste link for additional information	http://www.jdwcpatna.ac.in/aqar/mobilizationfunds22.pdf
Upload any additional information	View File

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

An academic council has been constituted to monitor and to strengthen teaching learning process.

IQAC prepares its academic plan in the beginning of academic year. Curriculum Delivery, Internal Assessment, Co-curricular activities are closely monitored by the Academic Council and the IQAC members.

As the traditional classroom teaching wasn't possible during COVID lockdown, all the department adopted online mode of teaching as per IQAC instructions. Students were regularly provided study material in the form of PDF, PPT, Video clips etc. on a regular basis.

Moreover, these e-learning materials were regularly uploaded on college website for easy access to the students.

File Description	Documents
Paste link for additional information	http://www.jdwcpatna.ac.in/aqar/contributioniqac22.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The college reviews its teaching learning process, structures & methodology of operations and learning outcomes at periodic intervals through IQAC setup as per norms and recorded the incremental improvement in various activities.

IQAC plays dynamic role in reviewing and improve implementation of teaching learning reforms from time to time through a proper system as mentioned below.

· Review of Teaching, Learning and Evaluation in monthly meeting. Mentors daily feedback from stakeholders collected, analyzed (action taken by heads and report is displayed on the website).

· Inviting of Guest lecture on various departments.

· Academic administration audit to track the functioning of the institution on various parameters given by NAAC. IQAC conducts the academic administration audit.

· Curriculum design & development, Research consultancy & Extension, Internship, Industrial visits, Paper presentation, Publication, Consultation and Professional Development Programs.

· Blended Teaching and Learning integrated with ICT.

All the classrooms are WIFI enabled. Students get free access to WIFI during the stay in the compounds.

· Faculty use library facilities.

LCD projectors for better Audio Visual in teaching.

File Description	Documents
Paste link for additional information	http://www.jdwcpatna.ac.in/aqar/teachingl earning22.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.jdwcpatna.ac.in/aqar/qualityas suranceinitiatives22.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender equity requires equal enjoyment by women and men of socially-valued goods, opportunities, resources and rewards.

Being a Women's College, it is our prime duty to inform, enable and embolden the girl students to assert their equal rights and

duties in society.

Essay competition, quiz, seminars and various other gender sensitization and equality programs were conducted to make the students realize the importance of Women's empowerment for their equal participation in social life.

For the safety and security of the students, guards are posted at gates, hostel and other important locations in the campus. CCTV cameras are installed at all vintage points and the footages are centrally monitored. From girl students' security point of view, Stationary shop, canteens, cyber center etc. are provided in the campus itself. They are also trained in "Martial Arts" under the "Nirbhaya Brigade" project for self-defense.

Anti-harassment Cell of the college, makes the girl students aware of the types of crimes frequently committed against them such as eve teasing, domestic violence, rape, work place abuse etc. They are also advised about the way to handle such situations.

File Description	Documents
Annual gender sensitization action plan	http://www.jdwcpatna.ac.in/aqar/miipge22.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy   Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Waste management is a high priority area for the college. To keep the campus clean, we have different colours of dustbins placed at suitable points in the campus, which are meant to segregate different types of waste for proper disposal/recycling.

Blue dustbins are meant for collection and disposal of plastic wrappers and non-biodegradable wastes. Green-color dustbins are for wet and biodegradable wastes and Yellow dustbins for waste papers and used glass bottles.

For Bio-medical waste management, Black dustbins are available near the Sehat Kendra and other locations in the campus for disposal of gloves, masks and sanitary pads.

For E-waste management; defunct computers, circuit boards, hard drives, electric wires and bulbs etc. are regularly collected, stored and auctioned for recycling to save from their hazardous radioactive effect in the local environment.

Moreover, the students are involved in 'best out of waist projects' such as paper-bag making, cardboard dustbin making etc. for recycling of waste materials. Old newspapers, magazines, answer books etc. are periodically sold to recycling agents.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the	A. Any 4 or all of the above

campus

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File]
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File]
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	[View File]

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**C. Any 2 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	<u>View File</u>

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

To promote an inclusive environment for religious, cultural and linguistic tolerance, our College has been celebrating festivals of many religions and cultural such as: Holi Milan, Iftar party, Christmas events, lohri, baisakhi etc. with equal

fever.

To promote socioeconomic sensitivity among students, an educational and training program for poor and deprived children is daily conducted in the campus, in collaboration with 'Be for Nation' charitable trust.

To promote linguistic harmony among students, many online and offline activities such as speech delivery, essay writing, poetry reading etc. was conducted in Hindi and English on the occasions of Hindi Diwas, Youth Day, Gandhi jayanti etc.

We all know that the state of Bihar is the cradle of many religions and cultures as Buddhism, Jainism, Sikhism and Hinduism. Group visits are regularly organized for the Students to Bodhgaya, Pawapuri, Patna Sahib, Nalanda and other religions cum cultural places in the state, to foster religious and cultural awareness and harmony among them.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The College organized Constitution day on 26th November 2022. A speech competition was conducted on the topic of "Basic Structure of Indian Constitution" and "the Role of Opposition Parties in Democracy" on that day. Posters enlisting Constitutional Values are displayed at many places in the campus for creating awareness about the issue among students.

Human Rights Day was celebrated on 10.12.2022. In order to promote awareness about Fundamental Duties as citizens, a number of programmes were conducted in the college during the year. A tree plantation drive was conducted on 5.6.2022. A Nukkar Natak on "Save Soil" wqas also conducted on that day. National Integration Day on 11.6.2022, Universal Brotherhood Day on 11.9.2022 and Earth Day on 3.3,2023 were also conducted

in the campus. Students also participated in National Integration Camp organized by NSS in Bardwan University from 18.2.2023 to 24.2.2023.

Posters depicting Constitutional Rights, Duties and Responsibilities are also displayed at several places in the campus for creating respective awareness among students.

Hoisting of National Flag and rendition of National Anthem are done on every Independence Day and Republic Day to make the students realize the importance of national freedom and the struggle of freedom fighters.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://www.jdwcpatna.ac.in/aqar/sseico22.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Various National and International commemorative days and events celebrated / organised by the College to promote the values of Internationalism, Nationalism, Environmentalism, National Integration, Gender parity etc. among the students. A list of such events are chronologically listed here under:

1. International Literacy Week
2. Population Day
3. Independence Day
4. Teacher's day
5. National Literacy Day
6. Universal Brotherhood Day
7. Children's day
8. National Constitution Day
9. World AIDS Day
10. National Youth Day
11. Republic Day
12. International Women's Day
13. World Sparrow Day
14. World Health Day
15. Baba saheb Bhim Rao Ambedkar Jayanti
16. Budha Jayanti
17. National Statistics day
18. No Tobacco Day
19. International Yoga Day

Different types of waste for proper disposal/recycling. Blue dustbins are meant for collection and disposal of plastic wrappers and non-biodegradable wastes. Green-color dustbins are for wet and biodegradable wastes and Yellow dustbins for waste

papers and used glass bottles.

For Bio-medical waste management, Black dustbins are available near the Sehat Kendra and other locations in the campus for disposal of gloves, masks and sanitary pads.

For E-waste management; defunct computers, circuit boards, hard drives, electric wires and bulbs etc. are regularly collected, stored and auctioned for recycling to save from their hazardous radioactive effect in the local environment.

Moreover, the students are involved in 'best out of waist projects' such as paper-bag making, cardboard dustbin making etc. for recycling of waste materials. Old newspapers, magazines, answer books etc. are periodically sold to recycling agents.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

1. Title of the Practice: Environmental Consciousness

2. Objectives of the Practice:

A. To promote environmental consciousness among all college members.

B. To minimize the environmental impacts of all college operations

C. To inculcate environmentally safe behaviour among all college members.

3. The Context:

The Climate Changes is causing natural disasters and distresses of unprecedented magnitude and frequency in the World. Moreover, local air, water and food pollutions are also killing. Therefore, we need to essentially practice and promote environmentally safe behaviour."Saving the Earth is saving Ourselves."

4. The Practice:

For achieving the above objectives, we follow "Learning by Doing" principle. Other than classroom focus on environmental issues, frequent pro-environment events are organised in the college campus and beyond. All the girl students have been mandated to participate in such activities. We aim to make them lifelong practitioner and advocates of environmentally safe behaviour. However, financial constrain has been a limiting factor in this endeavour.

5. Evidence of Success:

The college maintains a clean, green, and environmentally safe campus. Carbon footprints of the college has been reduced through the use of solar power and up keep of plants and trees. Water-harvesting is done to recharge the ground water. High creeper fencing saves the campus from air pollution from surrounding roads.

6. Problems Encountered and Resources Required:

The most challenging problem was maintenance of all the pro-environment facilities during vacations. Paucity of adequate finance was another problem.

File Description	Documents
Best practices in the Institutional website	http://www.jdwcpatna.ac.in/aqar/bestprac22.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

In furtherance to our special focus on digitisation of Teaching/Learning process in the previous year, the Institution set the objective of "Paperless Office" in the current year. This was specially required to cut short the long serpentine ques in-front of office counters. Reducing face-to-face interaction with students was also required to minimise the cases of unfair dealings in the office.

The College, therefore, has now completely digitised a number of standard office processes like Admission, Registration, Fee Deposit, Exam form filling, distribution of Admit Card, issue of College Leaving Certificate and Character Certificate etc. The office staff have been duly trained in such processes. Official notices are now conveyed to teachers, non-teaching staff and students through a number of WhatsApp groups that have been duly formed.

As a result, the office functioning has become less crowded, more efficient and relatively fair. And the use of paper has, of course, come down significantly.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	[View File](#)

7.3.2 - Plan of action for the next academic year

Our college IQAC has identified the following broad objectives, which the college will strive to achieve in 2023/24:

- To develop video lectures and study notes on important topics of different subjects and to upload the same on college website for the use of students. The selected video lectures are also supposed to be uploaded on the College YouTube channel. Digitalization of Research Papers are also planned for their easy access.
- To enter into MOUs with others Academic Institutions to have regular Faculty Exchange program, and to develop International linkage as well.
- To enter into MoUs with corporates and industry association to promote Academic industry linkage to enhance students' employability through internship and also placements opportunities.
- To promote Research orientation among teachers and

students and to facilitate research work in all the disciplines.
- To introduce farther Job-oriented and skill-based courses.
- To foster and strengthen the relationship of Alumni with the Institution.
- To improve the Teaching, Learning and Evaluation processes toimprove the learning outcomes.
- To give additional thrust to Campus Placement.