



Yearly Status Report - 2017-2018

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	MANRAKHAN MAHTO B.ED. COLLEGE
Name of the head of the Institution	Dr. SARBANI BISWAS
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	06512273456
Mobile no.	9264471705
Registered Email	manrakhanmahtob.edcollege@gmail.com
Alternate Email	mrmbedcollegeprincipal@gmail.com
Address	VILLAGE-KEDAL, B.I.T MORE, P.O-NEORI VIKAS, P.S-SADAR,
City/Town	RANCHI
State/UT	Jharkhand
Pincode	835217

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Mr. AWADHESH KUMAR
Phone no/Alternate Phone no.	06512273456
Mobile no.	7070095265
Registered Email	manrakhanmahtob.edcollege@gmail.com
Alternate Email	mrmbedcollegeiqac@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	_https://www.manrakhanmahtobedcollege.com/Naac/AOARReport
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4. Whether Academic Calendar prepared during the year	Yes
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if yes,whether it is uploaded in the institutional website: Weblink :	https://www.manrakhanmahtobedcollege.com/UserUploads/AcademicCalendar/ee9bf39c-8f71-4c0a-b2ae-f6celb6a131c.pdf
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5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.36	2016	19-Feb-2016	18-Feb-2021

6. Date of Establishment of IQAC	27-Sep-2014
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Academic and professional enhancement of educators and pupil-teacher.	11-Nov-2017 365	214
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2018 0	0

[View Uploaded File](#)

9. Whether composition of IQAC as per latest NAAC guidelines: Yes

Upload latest notification of formation of IQAC [View Link](#)

10. Number of IQAC meetings held during the year : 1

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website **Yes**

Upload the minutes of meeting and action taken report [View Uploaded File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? No

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

1 Annual Sports Day

2. Upgradation of library

3. Upgradation of Infrastructure.

4. Upgradation of laboratory.

5. Sport Items

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

Plan of Action	Achievements/Outcomes
1. Academic Calendar will be prepared.	1. 100 percent result of B.Ed session 2017-2018 was secured.
2. Modernization of library and laboratory.	2. ICT lab resources were upgraded, Proper utilization of library and laboratory resources.
3. Planning of cultural program.	3. Preparation was on going properly for cultural program (Navrang).
4. Providing better facilities for co-curricular activities.	4. Enhancement of co-curricular activities.
6. Regular guidance and counseling were conducted for quality enhancement.	6. Feedback from stakeholders.

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14. Whether AQAR was placed before statutory body ?

No

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

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2018

Date of Submission

16-Feb-2018

17. Does the Institution have Management Information System ?

No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Curriculum is the base in education on which the teaching- learning process is planned and implemented. It includes various learning activities which help in the all- round development of students. So, that institution has been practicing an engaging curriculum with a broad scope of all- round upliftment of students which include curricular, co- curricular activities to meet the above mentioned educational goals. Various steps are followed by the

institution to ensure effective curriculum delivery through a well planned process as follows. The Annual Academic calendar is prepared. Conventional classroom teaching is blended with the use of ICT to make teaching- learning process more learner centric. All internal activities like inter- house competitions, skit competition, song competition (under the guidance of home ministry, govt. of India) take very much important parts for enhancement the teaching- learning activities. Annual sports day is regularly conducted to boost team- spirit, leadership quality, sportsmanship quality to students.

Regular reinforcement is being provided to the students for continuous motivation. Psychology practical, Science practical, language lab programs are periodically conducted. Remedial classes and guidance- counseling are provided for students to their holistic development. Learning resources like library, laboratory (Science, Maths, Psychology, language etc.) are upgraded as per the needs of students. Co- curricular activities like community services, educational excursion are arranged to develop the fundamental/ crucial skills like social, communicational and problem- solving skills etc. Through the development of those skills, we assess the actual improvement of students' activities and we take feedback of students through internal assessment procedure. From time to time, an effect is made to evaluate the improvement of students by evaluate the exam and co- curricular activities. So, that academic year ended with the successful result of the students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Nil	Nil	Nil	0	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	Nil	Nil

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	Nil	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
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BEd	Internship	200
BEd	Excursion	100
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The college invites the feedback from all the stakeholders viz students, teachers, employer and alumni. Collected feedbacks are analyzed by concerned departments. Students suggested the improvement in use of ICT in classroom and promotion of extracurricular activities. Teachers' feedback give emphasis on maintenance of records should be digitalized. Parents and alumni suggested the improvement in the quality development of the students. Feedback from the employer is that major strength is getting placements. Corrective measures are taken accordingly to improve the teaching- learning process.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BEd	Bachelor Of Education	100	146	100
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	100	0	13	0	0

2.3 – Teaching - Learning Process

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

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

13	5	19	2	2	0
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Nil

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
0	0	Nil

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
13	13	0	1	1

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

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

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BEd	ERCAPP498	2017	08/07/2017	18/10/2017

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

<p>Our institution adopts conducting CIE as a part of sound educational strategy on a continuous basis throughout the year. The academic calendar is prepared containing the examination schedule generated time-table is drafted for B.Ed I, II year`s students are informed prior regarding the dates of exams and revisions are also given by the concerned faculty. Question papers are prepared in advance confidentially. Results are analysed by the concern teachers after the evaluation. To be keen on monitoring the performance of the students. Weak students are identified and given remedial classes. The academic performance of student teachers are evaluated through periodic class test.</p>

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

<p>Academic Calendar is prepared in the beginning of the session for proper conduct of the curricular and co-curricular activities. It is prepared to plan with teaching, learning and evaluation schedules. It enumerates the entire</p>

schedules of academic and non-academic activities. The calendar also provides primary information, and general instruction of the institution. It gives details of examination schedule, academic activities of the college, co-curricular activities etc. Timely guidance and counseling are provided to the students aspiring for competitive exam. Hence institution is regularly working towards its primary goal of holistic development of the students by ensuring the equal opportunity to the pupils in educational field.

2.6 – Student Performance and Learning Outcomes

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

<https://www.manrakhanmahtobedcollege.com/UserUploads/PLOCLOSEDProgramme/3b228cc9-f2a5-4d4c-8fe6-337c77ab7a6c.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
ERCAPP498	BEd	Teachers Training	100	96	96
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2.7 – Student Satisfaction Survey

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

Nil

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	N/A	0	0
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3.2 – Innovation Ecosystem

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

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

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nil	Nil
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
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00	NIL	NIL	NIL	NIL	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
Nil	Nil	0	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
N/A	0
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
N/A	N/A	N/A	Nil	0	N/A	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
N/A	N/A	N/A	Nil	0	0	00
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Nil	0	0	0	0
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Community Service	Manrakhn Mahto B.Ed College	13	200
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
N/A	N/A	N/A	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachh Bharat Abhiyan	MRM Educational Trust	visit to village	10	42
AIDS Awareness Programme	MRM Educational Trust	Street Play	8	37
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	0
View File			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
INTERNSHIP	TEACHING PRACTICE	MANAN VIDYA, BOOTI RANCHI	01/04/2018	30/04/2018	20
INTERNSHIP	TEACHING PRACTICE	R.T.C. PUBLIC SCHOOL , KEDAL , RANCHI	01/04/2018	30/04/2019	36
INTERNSHIP	TEACHING	PREMCHAND	01/04/2018	30/04/2019	14

	PRACTICE	HIGH SCHOOL, MESRA, RANCHI			
INTERNSHIP	TEACHING PRACTICE	PREMCHAD MAHTO INTER COLLEGE, MESRA, RANCHI	01/04/2018	30/04/2019	13
INTERNSHIP	TEACHING PRACTICE	A.G. CHURCH SCHOOL, NEORI VIKAS, RANCHI	01/04/2018	30/04/2018	15
INTERNSHIP	TEACHING PRACTICE	MANAN VIDYA, BOOTI, RANCHI	01/10/2017	31/01/2018	21
INTERNSHIP	TEACHING PRACTICE	R.T.C. PUBLIC SCHOOL , KEDAL , RANCHI	01/10/2017	31/01/2018	33
INTERNSHIP	TEACHING PRACTICE	PREMCHAND MAHTO INTER COLLEGE, MESRA, RANCHI	01/10/2017	31/01/2018	15
INTERNSHIP	TEACHING PRACTICE	PREMCHAND HIGH SCHOOL, MESRA, RANCHI	01/10/2017	31/01/2018	17
INTERNSHIP	TEACHING PRACTICE	A.G. CHURCH SCHOOL, NEORI VIKAS, RANCHI	01/10/2017	31/01/2018	14

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nil	Nil	0

[View File](#)

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
6000000	4972454

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
TABLE LIST	Fully	3	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	7163	798422	1573	343840	8736	1142262
Journals	111	63590	4	13400	115	76990
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	22	1	1	1	1	3	1	100	0
Added	0	0	0	0	0	0	0	0	0
Total	22	1	1	1	1	3	1	100	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nil

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1100000	953450	1200000	1011602

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

The institution has well developed infrastructure as specified by the regulatory committee as to facilitate effective teaching- learning process. Laboratories: stock registers of laboratories maintained by the departments concerned. Internal stock verification is done every year by the auditing committee. Students are instructed for utilizing the facilities of laboratories and guided by the staff members. Students are advised to handle the materials carefully. All the materials are serviced every year as annual maintenance. Library: Library having more than 8000 books and 100 journals and also avail the e- books and e- journals. Library functioning with fully automated. Classroom: Classrooms built with spacious and well arranged. Smart board fitting in some of the classrooms for taking the digital classes. Every classroom having the notice board for noticed the time table, circular and other important notifications to the students properly.

<https://www.manrakanmahtobedcollege.com/About/infrastructure>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	No	0	0
Financial Support from Other Sources			
a) National	No	0	0
b) International	No	0	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
REMEDIAL CLASSES	03/01/2018	30	SELF
YOGA	21/06/2018	200	SELF
View File			

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

Year	Name of the scheme	Number of benefited students for	Number of benefited students by	Number of students who have passed in	Number of students placed
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		competitive examination	career counseling activities	the comp. exam	
Nil	NIL	0	0	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No	0	0	No	0	0
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
Nil	0	0	0	0	0
View File					

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

Items	Number of students selected/ qualifying
Any Other	8
View File	

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

Activity	Level	Number of Participants
National Youth Day	College Level	70
Subhash Chandra Bose Birth Anniversary	College Level	55
Republic day	College Level	189
Dr. Bhimrao Ramji Ambedkar Jayanti	College Level	150
Independence Day	College Level	185
Foundation Day Farewell cum Freshers ceremony	College Level	200
Karama Celebration	College Level	162
Teachers Day	College Level	195

Pandit Deendayal Upadhyay Centenary Celebration	College Level	155
Hindi Diwas	College Level	185
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	Nil	Nil	Nil	Nil	Nil	Nil
View File						

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

Nil

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

NIL

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Our college follows the curriculum and syllabus prescribed by the university for B.Ed. Course. The development of curriculum involves the suggestion / Recommendation like UGC,

	NCTE are incorporated at the earliest possible moment. The college takes feedback from teachers.
Teaching and Learning	College adopts holistic approach in teaching and learning problems with modern infrastructure and well qualified faculty members. Teachers continuously counsel students to attend classes regularly and also guidance for their upcoming future competency. The college makes all the possible efforts to complete the curriculum within the stipulated time frame and calendar.
Examination and Evaluation	The evaluation procedure follows the rules and guidance of Ranchi University. Academic performance of the students teachers are evaluated through internal examination. We follow a disciplined strategy for evaluating our students academic performances. Continuous evaluation is done through class tests, assignments. A comprehensive evaluation of the students overall development is monitored.
Library, ICT and Physical Infrastructure / Instrumentation	Library has a seating capacity for 120 students. Library has 7157 text books and 111 journals. Library is fully automated and using TABLE LIST software with bar code system. College constantly and continuously expands and upgrades the physical infrastructure from its own funds. Collège is committed to improve the teaching learning process with modern aids. It has created smart class rooms with Wi-Fi connectivity.
Admission of Students	The admission criterion is based on the percentage of marks obtained by the applicants in the graduate level exam. The reservation policy is followed. Admission process in our college is transparent and dynamics.

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

E-governance area	Details
Nil	Nil

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support

Nil	Nil	Nil	Nil	0
View File				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	Nil	Nil	Nil	Nil	Nil	Nil
View File						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Nil	0	Nil	Nil	0
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
13	13	18	18

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
EPFO, Causal Leave, ESIC, Medical Leave	EPFO, Causal Leave, ESIC, Medical Leave	Achievement Certificate for Different Activates, Examination Result, Scholarship, Discount in Admission Fee for Economically Weaker Section

6.4 – Financial Management and Resource Mobilization

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

Institutions Conduct Internal and External financial audit regularly by the audit team
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Ranchi University	Yes	G.B
Administrative	Yes	Ranchi University	Yes	G.B

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

Nil

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

Nil

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

I. Expansion and Repairing of academic infrastructure- Classroom, Library upgradation and Laboratory extension II. Strengthening the infrastructure of sports and yoga. III. Guidance and Counselling for students development.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Remedial Classes	11/11/2017	03/02/2018	28/02/2018	30
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Nil	Nil	Nil	0	0

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

Percentage of power requirement of the University met by the renewable energy sources

Nil

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
Nil	Nil	Nil	Nil	00	Nil	Nil	Nil
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Nil	Nil	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Republic day	26/01/2017	26/01/2017	189
Independence Day	15/08/2017	15/08/2017	185
NATIONAL YOUTH DAY	17/01/2017	17/01/2017	70
Subhash Chandra Bose Birth Anniversary	23/01/2017	23/01/2017	55
Dr.Bhimrao Ramji Ambedkar Jayanti	13/04/2017	13/04/2017	150
Community Service	28/11/2017	28/11/2017	200
Chritmas Gathering	22/12/2017	22/12/2017	190
Childrens Day	14/11/2017	14/11/2017	190
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

I. Clean and green campus
II. Plantation or gardening in college campus
III. Decomposition System
IV. Fish Harvesting

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best practices are those, that add to value to human life and support main cause of an institution. It can change the life of whole institution as well as the individual student community. Institution conducts morning assembly including the morning assembly and yoga session on alternate days to develop ethical values and mental discipline. Yoga is conducted to maintain balance

among heart, mind and soul. Moral and ethical values are promoted amongst the student through prayer. Morning assembly is conducted to inculcate team spirit, leadership quality and self- confidence through various activities in the morning session. Another one is Micro- teaching which is to enable pupil- teachers to learn and assimilate new teaching skills under controlled conditions. To make actual context of classrooms situation, teaching skills among student- teachers was found to be improved. Skills practice like introduction, stimulus- variation, reinforcement, probing- questions and blackboard skills were developing to the students through proper atmosphere.

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

<https://www.manrakhanmahtobedcollege.com/UserUploads/BestPractices/5d0e8cfc-30fb-4d2f-94ca-d731171f8322.pdf>

7.3 – Institutional Distinctiveness

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

Vision :- To make the overall development of students for being them effective teachers to the future for creating the society prosperous. To prepare and develop competent, innovative and foresighted teachers who can meet the requirements of competitive world and contribute to academic excellence. To provide value- based curriculum and dynamic academic atmosphere for strengthening faith in humanistic, social and moral values etc. So, that many academic and non- academic programs are scheduled in the beginning of the session as per the university guidelines along with dates and number of days which are adhered throughout the session, cultural activities, community services, sports day, educational excursion are planned and implemented as per the academic planner for imparting quality enhancement of students and institution. Mission:- All faculties of the institution are very much dedicatedly taking their responsibilities to make proper educational and teaching- learning atmosphere for students. Curricular and co- curricular activities are going on prosperously. Academic as well as co- academic activities are being organized by the college through mutual co- operation and efforts of students and faculty members.

Provide the weblink of the institution

<https://www.manrakhanmahtobedcollege.com/UserUploads/InstitutionalDistinctiveness/1a914ebb-10fa-4e89-820c-3fbd4c0668f0.pdf>

8.Future Plans of Actions for Next Academic Year

1. To create an enabling environment for holistic development of students and staff. 2. To facilitate continuous up- gradation and updation of knowledge and uses of technology by faculty and students. 3. Upgradation of learning resources and infrastructure of library, laboratory, enriching the ICT lab, campus infrastructure to be developed. 4. Preparing for cultural program (youth festival- NAVRANG) in the institution. 5. To arrange the proper atmosphere for giving guidance and counseling to the students and arrange remedial classes properly for developing the academic performance of the students.