Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**JAMSHEDPUR CO-OPERATIVE COLLEGE**
Name of the head of the Institution	**Dr. Manoj Ranjan Sinha**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	06572228176
Mobile no.	7488335266
Registered Email	**cooperativecollegejsr@gmail.com**
Alternate Email	**brajlaxmi218@gmail.com**
Address	**Jamshedpur Cooperative College**
City/Town	**Jamshedpur**
State/UT	**Jharkhand**
Pincode	**831001**

2. Institutional Status

Affiliated / Constituent	Constituent
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Bhushan Kumar Singh
Phone no/Alternate Phone no.	06572228009
Mobile no.	9939903965
Registered Email	cooperativecollegejsr@gmail.com
Alternate Email	singh.drbhushan@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://cooperativecollegejsr.ac.in/IQAC.aspx

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	No

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.36	2016	25-May-2016	24-May-2021

6. Date of Establishment of IQAC	28-Sep-2017

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Meeting of IQAC - I	05-Oct-2017 1	7
Meeting of IQAC - II	02-Feb-2018 1	7
[View File](#)		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Department of Hindi	Seminar Grant	UGC	2016 03	112000
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**2**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

Renovation of Science Block

Renovation and Automation of College Library

Digitization of different offices of the college

Green Campus initiatives

View File

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

Plan of Action	Achivements/Outcomes
Organized Induction Meeting for newly admitted students to create awareness among students about courses of study and books	Students became aware about their class routine, syllabus and teachers of the department

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	**21-Mar-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

The Institution follows the curriculum and Academic calendar designed by Kolhan University, Chaibasa. The Master Routine is designed by the Routine Committee of the college under the chairmanship of the Principal. The master routine is followed by various departments of the college. The departments also design their Departmental routine specially for Post-Graduate sections. Each department has Permanent as well as Guest faculties for timely and proper running of classes. Teachers train the students to use different learning resources, give assignments, provide internal assessment for effective teaching learning module. Different departments frequently arrange Symposia, Invited talks , Departmental Seminars etc. for better exposure and academic benefit of the students as well as faculties. Various departments also organize study tours and excursions for exposure of students to the off-campus environment. The College has Grievance Redressal Committee for collection and quick response to any grievance related with the students. Different departments also arrange extra classes and doubt-solving classes for the students with special focus on the slow learners. The Teachers also mentor the students inside and outside the classroom. Various topics are delivered with the help of IT-based teaching aids like projector, presentations, Videos and animations.

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
0	0	Nil	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	0	Nill
View File		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Hindi, English, Political Science, History, Economics Psychology, Philosophy, Urdu, Bangla, Odiya	17/06/2017
BCom	Commerce	17/06/2017
BSc	Physics Chemistry Zoology Botany Geology Mathematics	17/06/2017
MA	Hindi, English, Political Science, History, Economics	17/06/2017
MCom	Commerce	17/06/2017
MSc	Physics Chemistry Zoology Botany	17/06/2017

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
0	Nill	0
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCA	Computer Application	18
BEd	Education	90
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
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
Feedback from the different stake holders are being taken at regular intervals through meetings conducted Department wise and the feedback from the students, teachers, parents and the non-teaching staff of the college in a customized format and then it it is evaluated and then we work on the part in which there is weakness to improve it and make it better.

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
BA	Hons. and General	1100	628	526
BCom	Hons. and General	600	400	345
BSc	Hons. and General	600	359	274
MA	Arts	720	511	436
MCom	Commerce	300	424	356
MSc	Science	180	257	138
BBA	Business Administration	60	16	16
BCA	Computer Application	60	15	15
BSc	Information Technology	60	19	19
BEd	Education	100	439	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	4378	1665	56	29	85

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

56	10	50	2	2	2

View File of ICT Tools and resources

No file uploaded.

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

The Following Student Mentoring System Available in the Institution. Grievance Redressal Cell • Students having any grievance can put their problems before the cell. • The grievance may be related to their academic or non-academic matter. • Staff (Teaching Non-teaching) May also lodge a complaint in this cell. • Complaint relating to sexual harassment will not be covered under this cell. As there is separate cell for this. • If the complainant does not like to reveal his/her name they can use the drop box of cell. • The redressal takes place by proctorial board. Career Counseling Cell • Professional guidance helps a student to fellow a specific paths saves time and money. • Carrier counseling cell helps to know the strength and weakness with respect to their present course and lets them know what career they would opt for • The cell neither judges nor offers advice but only gives the students an opportunity to express their feelings. • The carrier counseling cell use aptitude and achievement assessment to help the students to evaluate their interest, skills and abilities. • The cell also helps the students to develop to realistic goal and learn job. Anti-ragging Cell An anti-ragging cell is active in the college campus to stop the ragging of bullying the newly admitted students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
6043	56	1:108

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
86	29	57	0	26

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
Nill	NA	Nill	NA

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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
BA	Hons General	6	03/04/2017	12/06/2017
BCom	Hons. General	6	03/04/2017	12/06/2017
BSc	Hons. General	6	03/04/2017	12/06/2017
MA	Arts	4	08/05/2017	31/07/2017
MCom	Commerce	4	08/05/2017	31/07/2017
MSc	Science	4	08/05/2017	31/07/2017
BCA	Computer	6	03/04/2017	12/06/2017

	Application			
BBA	Business Administration	6	03/04/2017	12/06/2017
BSc	Information Technology	6	03/04/2017	12/06/2017
BEd	Education	4	03/04/2017	12/06/2017
[View File](#)				

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

Under Choice Based Credit System (CBCS) Continuous Internal Evaluation is being done according to curriculum of Kolhan University, Chaibasa. We conduct Internal Examination in every semester during the academic session in the form of assignments, class seminar, presentations etc. as the internal evaluation also depends upon the students attendance, students are motivated by the Teachers for their increased turnout. Parent-teacher interface meeting is organised to know more about the students on the basis of their parents feedback. Efforts are made to improve the quality of teaching-learning process by the use of modern teaching tools and techniques such as PPT presentations, arranging department inter disciplinary Seminars, Overhead Projectors etc. Slow learners are identified by the teachers on the basis of their performance and special care is tried to be given to such students by the teachers by suggesting special learning and writing skills. Efforts are made to enhance the skill of students in writing project works, how to select a particular project work, how to collect data for the project work as well as how the collected data can be interpreted objectively to reach to the conclusion. All these efforts improve the quality of the students as well as enhance the teaching learning process which culminate into improved internal evaluation of the students.

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

As the College is a Constituent Unit of Kolhan University, Chaibasa, the academic calendar for the session is prepared by Kolhan University and the same academic calendar is being followed by the College. The examination dates are scheduled by the University and the examination is conducted on the dates as per the schedule declared by the University. Every efforts are made right from the entry to the exit i.e. the students cycle to adhered to the academic calendar of the University. The State Government is also trying to maintain a common academic calendar for the State Universities so that the admission, Inter College and Inter University transfer of the students for the purpose of admission as well as transfer of academic bank of credit could be convenient. The applications are invited centrally through Chancellor Portal for taking admission for all the Universities of State with a view to adhere to the academic calendar. The registration is announced by the University and for that too within a stipulated period of time. In order to maintain the academic calendar the Colleges and University work in tandem as regards admission, registration, announcement regarding filling of examination forms, date of examinations as well as probable date of announcement of the results of the students. Gradually, the State Govt. and all Universities and Colleges are improving their work culture collectively to strictly maintain the academic calendar.

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://cooperativecollegejsr.ac.in/pdf/COURSES%20OFFERED%202022.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
MA	MA	Arts	440	406	92
MSC	MSc	Science	98	86	88
MCOM	MCom	Commerce	250	245	98
BA	BA	Arts	230	182	79.13
BSC	BSc	Science	150	135	90
BCOM	BCom	Commerce	326	287	88
BCA	BCA	Computer Application	4	4	100
BBA	BBA	Business Administration	4	4	100
B.Sc. IT	BSc	Information Technology	10	10	100
B.Ed.	BEd	Education	98	98	100
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2.7 – Student Satisfaction Survey

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

https://cooperativecollegejsr.ac.in/index.aspx

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
Minor Projects	730	UGC	260000	165000
Minor Projects	730	UGC	220000	165000
		View File		

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
0	0	

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
00	0	0	Nill	0
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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
0	0	0	0	0	Nill
No file uploaded.					

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)
Nill	0	0	0
No file uploaded.			

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
0	0
No file uploaded.	

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
00	0	0	Nill	0	0	0
No file uploaded.						

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
0	0	0	Nill	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Nill	**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
Various Activities conducted by NSS	**NSS**	**28**	**154**
Various Activities conducted by NCC	**NCC**	**23**	**350**
[View File](#)			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	**0**	**0**	**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/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachhata Abhiyaan	**NSS**	**15 Days Swachhata Pakhwada**	**3**	**17**
Save Girl Child	**NCC**	**Gender Issues**	**1**	**20**
[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
0	**0**	**0**	**0**
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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	Duration From	Duration To	Participant

details					
00	0	0	Nill	Nill	Nill

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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
0	Nill	0	0

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
2395303	2395303
556016	556016

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Existing

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
0	Nill	0	2022

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	51067	Nill	0	Nill	51067	Nill
Reference Books	8325	Nill	0	Nill	8325	Nill
Journals	2560	Nill	0	Nill	2560	Nill

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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
0	0	0	Nill

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	51	2	1	1	1	5	17	0	0
Added	0	0	0	0	0	0	0	0	0
Total	51	2	1	1	1	5	17	0	0

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

10 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
0	Nill

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
2951319	2951319	2951319	2951319

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

The Institution is trying to improve its already existing Laboratories, Library, Sports Facilities, Computer Education, Roads Gardens, Light Conditions inside the campus and classrooms. The Institution envisages to focus on the following 1. The broken roads will be repaired and new roads will be constructed inside the campus. 2. A well-developed Computer Centre will be developed by placing proposal before RUSA. 3. As the vast campus has pockets of darkness in the night, light facilities will be extended by installing more electric poles and LED lights. 4. The two playgrounds of the College campus will be improved to extend sports atmosphere of the College. 5. Library books will be brought under computer access and new books based on CBCS system will be procured. 6. Laboratories will be equipped with modern apparatus as per curriculum and syllabus.

https://cooperativecollegejsr.ac.in/

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nill	Nill	Nill
Financial Support			

from Other Sources			
a) National	E-Kalyan Post Matric Scholarship for ST, SC, OBC students	363	5466838
b)International	Nill	Nill	Nill
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Spoken Tutorial Training Session	21/07/2017	75	IIT Bombay
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
Nill	0	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
15	15	30

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Rozgaar Mela organized by Government of Jharkhand	328	35	LIC, SBI Cards, TCS, Wipro	156	21
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to

2018	35	Under Gradraduate	UG	Post Graduate	PG
2018	12	Post Graduate	PG	Ph.D and other courses	Ph. D and other professional courses

[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
Nill	0

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

Activity	Level	Number of Participants
Inter-college Cricket Tournament	University	20
Badminton Boys and Girls Tournament	University	6
Kabaddi Tournament Boys and Girls	University	14
Athletics	University	18

[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
No Data Entered/Not Applicable !!!						

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

Election for Students Union for selecting various office bearers for constituting student council is done as per the Lyngdoh Committee. Various office bearers of the student such as President, Vice-President, Secretary, Joint-Secretary, University Representative are elected on the basis of election by the student voters. Election for office bearers for Student Council was done in December 2017. The students stakes is given due importance on various academic and administrative as well as developmental activities of the College. The idea is to make the students feel that they are associated with the various activities of the College. The students feel that they are the part and parcel of the major academic and administrative activities of the College. The elected office bearers are included in various committees such as admission, discipline, anti-ragging, SC/ST Cell, OBC Cell etc. Though, the admission policies are governed by the University, the presence of the students in this committee help in changing the admission policies by influencing the University officials in favour and interest of the students. As the students are one of the most important stake holders, the student representatives are included in

the committees meant for deciding the roadmap of development of the institution. The voice of the students in the matters of academic and administrative governance of the College is represented by their representatives present in the committees which decides policies to implement it. Likewise, student representatives are also inducted in the committees constituted for maintaining discipline in the campus controlling over ragging activities in the campus and hostels as well as other developmental activities of the College.

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)

The College feels that decentralization and participative management in the various field of activities is the key to effective and impressive management. Efforts are always made to give a social and democratic face to activities of the College. The development of the College is the collective responsibility of all the stakeholders- the students, teaching, non-teaching, parents and social sectors associated with the institution. In order to decentralize and encourage participatory management practices, various committees have been constituted and assigned with specific responsibilities. Various committees have been constituted in the field of – admission, building, sports, anti-ragging, placement, campus development, gender equity, SC / ST cell, OBC cell, Discipline, Board of Governors, project monitoring units, IQAC, RUSA, Finance etc. Purchase and Sales / Finance Committee of the College consists of teaching and non-teaching staff which prepares plans, approves it and allocates funds for a particular item. Thus, by way of constituting this committee the entire developmental plan and the financial investment has been decentralized and not centralized in particular hands of management. The teacher and non-teaching staff feel their responsibility and feel associated in all the developmental and participatory activities of the College. The members of the committee can express their views, decide and mould any development programme and have their say in the allocation of fund for that after proper discussion. Strict adherence to the academic calendar right from entry to exit i.e. student cycle is one of the important aspects of educational institutions. Various activities related to the admission, registration, exam form filling issuance of admit cards, conduct of examination and distribution of results after obtaining it from the University are very important. The students want the timely execution of these activities. This is equality important for the establishment of credentials of the educational institution. Various committees have been constituted assigning specific responsibilities in order to decentralize and

effective participatory management. The website In-charge handles all the information to be given to the various stake holders by its timely dissemination through the social medium of website. Various activities of the student cycle is managed and governed by different committees in order to make all the works related to the students hassle free. The students enter an educational institution hoping and expecting that all the activities related to them right from admission to the publication of results will take in time. The College has decentralized the responsibilities and make all the stakeholders feel that they are the part and parcel of College management.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	The admission of the students in different programs is done through online mode. Applications are invited from students who wants to take admission indifferent programs after receiving the application, a merit list is prepared following the reservation policy and then admission starts
Library, ICT and Physical Infrastructure / Instrumentation	Library facility is available for all students and faculty members of the college. In the library there is a large collection Text Books, Reference Books an Journals through which they can avail the library facility of the college. The total number of text books, reference books and journals in the library is 61952. There is proper approach road to different buildings in college campus. the classrooms are well equipped with fan and lights. The college has 4 well equipped Science laboratories an still trying to develop more facilities for the students.
Curriculum Development	The development and frequent changes in the Curriculum is being done by the Board of Studies at the University and those changes are implemented in the curriculum.
Teaching and Learning	In the teaching and learning process various methods are being adopted such as classroom teaching, access to e-contents available in online mode, field and industrial visits as per the requirement of the programme.
Examination and Evaluation	The examinations are scheduled by the University and after the fair conduct of examination, evaluation work begins and the evaluators of the answer books are appointed by the University

	according to the subject in fair manner and then the result is declared after the completion of evaluation work in a stipulated time period.
Industry Interaction / Collaboration	**The students of different programs go for excursions and industrial tour as per the requirement of the completion of the program in which he/she has taken admission**

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

E-governace area	Details
Student Admission and Support	**The admission of the students in different programs is done through online mode. Applications are invited from students who wants to take admission indifferent programs after receiving the application, a merit list is prepared following the reservation policy and then admission starts**
Examination	**The students can fill up their examination forms through online mode during the time period declared by the University**
Finance and Accounts	**The finance and accounts section of the college also maintains all its records in digital form**

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
Nill	**Nill**	**Nill**	**Nill**	**0**
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional	Number of teachers who attended	From Date	To date	Duration

| Refresher Course | 4 | 16/06/2017 | 06/07/2017 | 20 |

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
0	0	0

6.4 – Financial Management and Resource Mobilization

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

Internal and external financial audits of the various accounts of the College are done on regular and annual basis. Internal financial audits are conducted by the Auditors / Chartered Accountants empanelled and appointed by the Kolhan University, Chaibasa. The list and rate of fee is decided by the University. The Auditors / Chartered Accountants from among the empanelled list are requested in writing by the College to visit and conduct the audit work. The work order is given to them as per the terms and conditions of the University. The Auditors / Chartered Accountants visit the College and conduct a perusal of the various accounts and give an initial direction to the accounts section of the College if any ground work is to be completed by them. After the ground work of the various accounts are completed, the internal financial audits is done. External financial audits are done under the direction of State Government which appoints Auditors Chartered Accountants from the AG Office, Ranchi. The list of Auditors / Chartered Accountants visiting a particular College for audit of accounts are communicated to the University and concerned Colleges and also about the likely date of visits of these Auditors / Chartered Accountants. These personnels visit the college and audit the various College accounts and submit their report one copy each to the College and the University. Efforts are made to comply with the objections pointed out and raised by the Auditors Chartered Accountants within stipulated period of time.

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
Nill	0	0
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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	No	Nill	No	Nill
Administrative	No	Nill	No	Nill

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

The college conducts regular meetings with the parents, as well as other educationists of the town and communicates them at the correct forum. The college invites suggestions from its Alumni members, ex-students and other stakeholders who provide with valuable suggestion time to time. The college receives their opinion and suggestions, if any, and tries to implement it for better outcome in the future. The college provides its information through the college website, newspapers, college magazines and its prospectus.

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

The college ensures that meaningful advice of the IQAC is fully adhered to. To achieve this, orientation session is organized from time to time for the staff to improve their working system. Meetings with the staff and teachers by the Principal and IQAC helps in the effective implementation of the recommendations of IQAC. As part of the faculty development programmes, teachers are given encouragement to take up higher levels of research like Ph.D. and projects.

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

1. Develop the college into a Model College. 2. To equip the teachers with modern technologies of teaching and learning. 3. To incorporate more vocational oriented courses and to strengthen the placement opportunities for students. 4.To renovate the old building and add a few new wings to improve infrastructure. 5. To organize national and international seminars/conferences. 6. To make admission process online and thus make more transparent. 7. To transform the woody campus into a beautiful educational institute.

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
No Data Entered/Not Applicable !!!					
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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
Save Girl Child	03/09/2017	03/09/2017	8	12

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
1. College is planning to install solar system on the roof of Library building. 2. There is also a proposal of solar lanterns/street lights for fulfilling the 20 alternative energy in college campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	15
Ramp/Rails	Yes	29
Scribes for examination	Yes	5

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
No Data Entered/Not Applicable !!!							
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Swacchta Aagrah importance of forest and Raksha Bandhan Programmes	11/10/2017	N.S.S., N.C.C. make several awareness programme regarding conservation of forest/eradiation of social sins such as dowry system/untouchability/gender discriminations/protection of girl child so that society should aware

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Blood Donation Camp	04/01/2018	04/01/2018	25
[View File](#)			

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

Various steps have been initiated to make the College campus eco-friendly. Some of these are – 1. A group of teachers and students have been assigned to make the campus eco-friendly. 2. Every year and in almost every season plantation drive is initiated and proper care insuring the survival of the saplings is done. 3. Fast casualty of sapling replacement, if any is done. 4. The College campus has been declared plastic free zone. 5. Use of smoking, alcohols and tambaku is totally banned in the campus. 6. Dustbins have been installed and timely disposal of dry and wet wastes have been insured with the help of JNAC, Jamshedpur. 7. The NCC and NSS units have been activated and pressed in the

service of making the College campus eco-friendly. 8. The campus has been made full of dense lush green trees. 9. The College is trying to develop parks, medicinal gardens and gardens of endangered plant species.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Institution feels that quality is the defining element of education and therefore, trying to improve the quality by improving infrastructure, developing affordable cost effective education and by restoring faith of all stakeholders by also trying to minimise the gap between existing various practices and the best in the contemporary world of education. 2. Regular up-gradation of website is done for making it informative, attractive and scientific for the speedy and timely dissemination of all kinds of information to students, teachers and non-teaching staff for day to day activities and strict adherence to academic calendar.

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

https://cooperativecollegejsr.ac.in/IQAC.aspx

7.3 – Institutional Distinctiveness

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

The vision of the institute focus on the following aspects viz Global Standards, value based education, Interdisciplinary research and sustainable development. The institution has established its distinctive approach towards the comprehensive vision which is so unique and proprietary to the institution that's a part of institute's intellectual property in the form of a Trademark. The institution has four faces, viz. a. Excellence in academics b. Exploration of knowledge through research c. Excitement of innovation entrepreneurship. d. Exponent for development of a rounded personality with global vision and social responsibility. Excellence in academics A high quality of academic excellence can provide value added experience for the students. The positive outcomes are achieved by designing the curriculum to meet the global requirement and through teaching-learning methods blended with ethical values it outlines the commitment to academic performance expected of all students. The structured induction of the student into the curriculum enables to visualize the career opportunities and the approach towards achieving them. Exploration of knowledge through research The institutes determination to be transformed into a centre for major research is therefore a commitment to offer high quality teaching through: • Synergies between research education activities • Research based learning teaching The course based projects, social impact projects, certificate courses provides the knowledge and enables the students to carry out inter disciplinary research with advanced level research laboratories to facilitate the academic and sponsored projects. Excitement of innovation entrepreneurship. The institute provides a platform to business startups to develop their ideas into commercially viable products. The NSS and cultural cell crucially works on generating the excitement in the young brains to produce innovation and thus laying the stones for entrepreneurship. Exponent for development of a rounded personality with global vision and social responsibility Participation of students in co-curricular activities (CCA) and extracurricular activates (ECA) helps to enhance all rounded personality to strongly face the turbulent road of the future. Experiences and appreciations gained through these activates assist students. Career guidance, personal consoling are well structured through career counseling cell. Since the vision of the institute focuses on comprehensive and sustained growth of the students

and that of the institute along with its student community, the institution serves as a unique tenet which leads to appreciable all round performance by assuring global standards through value adding education and interdisciplinary research paving ways to sustainable development.

Provide the weblink of the institution
https://cooperativecollegejsr.ac.in/IQAC.aspx

8.Future Plans of Actions for Next Academic Year

with the institution going for accreditation in the current year, it plans to continue its development agenda in terms of academic, co-curricular and infrastructural facilities. for the purpose, it envisages to focus on the following: 1. Further development of RFID for all students and modernise library facilties. 2. To introduce new courses in the college. 3. to further develop and modernise the laboratories. 4. to introduce new infrastructure to augment the old buildings. 5. To enlist in NIRF.