SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

SAKALDIHA PG COLLEGE

VILL- NAGEPUR, POST- SAKALDIHA BAZAR DISTT. CHANDAULI (U. P.)
232109
232109
www.sakaldihapgcollege.org.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

(Draft)

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Sakaldiha P.G. College was established and founded by Late Ram Kamal Pandey in the year 1965 at Sakaldiha, which is about 10 Kms. from district headquarter Chandauli and 30 Kms. from our educational and cultural capital, Varanasi.

Sakaldiha P.G. College is a private aided college, funded by U.P. government, recognized by UGC, New Delhi under section 2F and 12B and now affiliated to University of Mahatma Gahdhi Kashi Vidhyapeeth Varansi (UP). The college is governed by a Management Committee. The Managing Committee provides a roadmap and general guidelines for quality policy to create a conducive environment for teaching-learning. At present due to some technical reasons, an Ad-hoc-Committee is functioning in lieu of Management Committee only for considering the important issues, related to college assets and documents. The Honorable D.M. of Chandauli is working as Administrator of the College at present.

It got the pride and privilege of being the biggest B.Ed. department of the then Gorakhpur University. A large number of students have been working in different parts of the country after completing their teacher training course from Sakaldiha P.G. College. At present on UG (graduation) level 11 subjects are taught in Art stream, at PG level 5 subjects (Geography, Hindi, Political Science, English and Sociology) are taught. Sakaldiha is well connected by road and rail routes.

Vision

The college is dedicated to higher ends of society and nation via catering quality education to its students. The college will collaborate with Indian and foreign academicians and academic organizations for the best and noble ends of education, research and service to society, nation and civilization; keeping in view national and social interests, because:-

Our temporal body has two stops, birth and death; But, true education gives us eternity, with its deep depth.

Mission

Emancipation and empowerment of rural Indian students, via quality education and holistic personality development and helping them to become a responsible and self-reliant citizen of the New India.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Sakaldiha P.G. College has a brand reputation to attract the best talents amongst students and teachers. It has

remained a preferential option for the students from the poor and rural background. The College resounds in a robust work culture. All lectures/labs are held. Work begins and ends on time. Students are accorded personal attention, based on their need and willingness to be helped.

The College believes in and lays utmost emphasis on the holistic idea of education which lies due emphasis on the growth and development of total personality of a student. This is addressed through a large number of committees and cells (14 in all) that organize high-quality co-curricular programmes all through the year, which complement class-room transactions.

The College maintains a beautiful and clean campus. Basic to the educational philosophy of the College is the insight that the learning environment needs to be both beautiful and clean. The campus ambience is in sync with the Prime Minister's Swatch Bharat Abhiyan.

With a view to facilitate the students and teachers in their learning, there is a large Central Library in the College which is well-equipped with over 25000 books, research journals, newspapers, magazines and internet facility. For the postgraduate students, individual departments have their own departmental libraries.

The College has got reputation for conducting university examination in a fair manner. That is why our university sends other centers also in our college for made the Nodal Center by the university

Institutional Weakness

- Curriculum not in accordance with contemporary needs or global standards due to constraints of University-prescribed curriculum. The present syllabus is not well up to date, due to it, students get the least opportunity to serve society and nation.
- The college building was constructed in 60s and after its construction work was slow due to lack of financial resources. It hampered the process of up gradation process to match with latest computerized facilities with CCTV cameras, smart boards, projectors, etc., despite need and requirement.

- The college is old and follows the traditional pattern, therefore, it still works on conventional method of evaluation. It is all due to lack of latest technical equipment and techniques.
- Great pool of alumni, but weak alumni network. Poor communication facilities are the main cause of having poor network with all the passed out students, since, inception of the college.
- Limited financial resources for enhancing additional facilities. The college has much limited resources to boost its extra needs. In rural areas there is no extra source of income, because our college is located in remote, backward area of eastern U.P. our district is Naxal prone area.
- There are one boys? hostel near the college premises which need renovation and extension at fast pace to provide better facilities to the hostellers.
- The student-teacher ratio has shot up to 50:1 exhibiting overcrowding. We suffer from this challenge and limitation. The UGC suggests that the ratio should be 20:1

Institutional Opportunity

To start new U G and P G course along with new skill-development and vocational courses with focus on interdisciplinary studies.

- To get more funds for more research projects to boost culture of research.

• The College is well-poised to take advantage of the various schemes on offered by the UGC, DST, MHRD, and ICSSR for expansion, development and up gradation of facilities available in the College.

- To seek Industry-academia collaborations with national level institutions and organizations.
- To start a Study Centre of UPRTOU, Allahabad.
- To make campus more neat and clean with proper sanitation.
- To Make arrangement of pure drinking water, waste management system for green environment

Institutional Challenge

- High cost of maintenance of infrastructure is a big problem.

  - There is the challenge to enhance student strength through focussed career oriented multi-disciplinary education and employment opportunities.
  - We need to add significantly to our infrastructure and to add to the basket of courses we offer.
  - There is also a huge task to foster a deep sense of commitment in the fresh faculty appointees who hail from different traditions and completely different academic milieu.
  - There is a need for a change in approach, processes and strategies for offering better options, opportunities, facilities and deliverables to the students and academic community in order to attract the student community who might be otherwise drawn towards other institutions providing better package.
  - Of late, there has developed a threat to some conventional subjects and traditional streams of learning. Hence, urgent measures are required to be put in place to revise and revamp the course contents with a view to make them student-friendly and relevant to the career goals of the knowledge seekers.
  - We have to maintain the balance between educational technology and human status. This has reference to the Guru-Gadget balance in life and in education, which is creating all sorts of problems and issues in the modern-day life in the college and at home as well with internet, technological advancements, gadgets, mobile, laptops, tablets and e-books penetrating every part of our life.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Institution started MA in English and Sociology in a session 2017-18 and MA in Economics and BA in Home Science are yet to be started from session 2018-19. Indira Gandhi National Open University (IGNOU) study center started in academic session 2017-18. Institution offers teaching of 'Environmental Studies' and 'Rastra Gaurav' at graduation level to promote environment and Human Values. Faculty members of the institution regularly participate in Board of Studies of affiliating University and other Universities and autonomous Colleges.

We obtain feedbacks from our students, teachers, alumni and parents for self-evaluation regarding teaching learning–process, curriculum, syllabus, co-curricular activities and infrastructure and implements necessary reforms as per the analysis of the feedbacks.

College organises extra classes for slow learners and counselling for advance learners. In spite of all difficulties at recruitment and selection by the U.P higher Education Commission, Allahabad, institution tries to do best for good teacher-taught ratio. We prefer Divyangjan (differently abled students) and provide them weightage in admission etc.

The sakaldiha Post Graduate College has B.A and M.A. programmes. Programmes are directed at realizing our Mission and achieving our goals in keeping with the values propounded by the founders of the college. The college is affiliated to Mahatma Gandhi Kashi Vidyapith, Varanasi. The curriculum, admissions and evaluation processes are followed as per the norms and rules as prescribed by the State Government and the University.

Teaching-learning and Evaluation

Students come from other states of India also to get education in this institution. Institution fully follows the reservation policy laid down by the UP government in student's admission at all levels of programmes/courses. In all courses, institution succeeds to fulfill sanctioned seats by admission.

Institution offers student centric learning in spite of teacher centric. Faculty members involve students in practical and fieldwork for experimental and participative learning. Faculty members use ICT and LMS and e-learning resources for effective teaching. Sometimes College also organises psycho-counseling for students. Faculty members are educationally competent having recent information about related programmes and courses. They are always involved in research for the development of new domain of knowledge to share with their student. Institution conducts fair University Examinations and internal evaluation for the students. All the courses and programmes with COs and PSOs have been uploaded on college website.

The admissions to various classes/programmes are made in accordance with the procedures prescribed by the State Government and Mahatma Gandhi Kashi Vidyapith, Varanasi. Due publicity of the admission programme is made by displaying detailed notifications of admission programme on college notice boards ahead of the schedule. This helps the prospective candidates from all over the region as well as within state to gain easy access to the admission process. On the campus, counselling is provided to all the candidates approaching the counselling centre

Research, Innovations and Extension

Institution has constituted a research committee for the promotion of research in college. The Research Committee facilitates and monitors the research activities. The committee provides all kinds of procedural and practical support to researchers. Faculty members from time to time apply for grants to different bodies to conduct research projects and organize seminars in various subjects. They have supervised so many doctoral and post-doctoral researches also and have published their research papers in so many research journals and have written many books. The college has organized two National Seminars on national security and energy security.

They encourage students in various social activities like voters awareness programmes, communal harmony programmes, blood donation camps, gender issues programmes and conduct activities like rovers, NSS and NCC etc. with district administration and local society.

Infrastructure and Learning Resources

The college has spacious and ventilated classrooms and laboratories. All departments are housed in independent rooms and have well equipped laboratories. Generators are available for the campus. In addition to this departments have UPS system for continuous supply of electricity.

Institute maintains sufficient numbers of neat and clean classrooms, laboratories, smart class, seminar hall, hostel and auditorium with playground, yoga centre, big pond and facilities for cultural activities. Institutional ILMS automated library maintains a huge number of books with encyclopedias of all the subjects for students.

We have subscribed INFLIBNET membership with available IT infrastructure. Students can avail internet facility in required bandwidth in library.

Student Support and Progression

Student profile of the college represents all sections of the society including economically weaker sections. The passing percentage of college students is about 80%, which is above the university average. Every department makes an effort to enhance skill development amongst the students by organizing skill development workshops/ lectures/ modules for both undergraduate and post graduate students.

Institute ensures scholarship for almost all the enrolled students and launches career development schemes like guidance for competitive examinations, career counselling, personal counselling and activities like yoga and meditation. College organizes sports and cultural activities and competitions for personality and academic development of students. College maintains an effective student council and alumni association to nurture their support and co- operation for institution.

Governance, Leadership and Management

Institutional governance reflects our effective leadership in tune with the mission and vision of the institution with decentralization and participative management. Institution preserves all the strategic plan and their implementation documents carefully as well as try to achieve full e-governance in planning and development in college administration, finance, accounts and student admission. College maintains proceedings and minutes of meetings of all its bodies/cells and committees. Canteen and health center facilities are available in college campus. College organizes yoga, meditation and stress management activities in from time to time for teaching and non-teaching staff for their physical and mental peace and health. College always encourages faculty members to attend orientation and refresher courses, workshops, conference, seminars, symposiums, subject congress etc. for their academic growth.

College IQAC organizes training programmes for teaching and non-teaching staffs for their professional skill development and maintains performance appraisal system.

Institution conducts internal and external financial audits for transparency in college administration. College reviews its teaching methodologies and curriculum by gathering feedbacks from students, alumni, parents, teachers and other stakeholders. IQAC takes new initiatives from time to time for good governance and

management of the institution.

Institutional Values and Best Practices

Institution promotes issues of gender equity and care about women's rights and their facilities. It manages separate common room for girls and women counsellors (women faculty members) have been appointed for their gender specific counselling. Institution offers 'Environment' and 'Rastra Gaurav' courses at graduation level to promote environmental and human values.

Institution maintains maximum offices on ground floor alongwith library and common rooms/rest rooms etc. Institution conducts maximum classes on ground floor and have ramps, where it is necessary. In spite of all these, college provides scribes in examination to visually handicap.

Institution displays handbooks for code of conducts for principal, faculty members, staffs and students on institutional website with its core values. We follow the guidelines of Ministry of Women and Child Development to handle the cases of sexual harassment and gender disparity as well as UGC guidelines for the cases of ragging.

Institution organises appropriate activities to increase consciousness in students and society about national identities and symbols, fundamental duties and rights of Indian citizens as National Voter's Week, Communal Harmony and National Integration Week, National legal literacy week and transport security week etc. and promotes universal values like national integration, communal harmony and fundamental duties of citizens by organizing seminars, lectures, speeches, essay-writing competitions, quiz contests etc. Institution organizes general awareness programmes like World Aids Day, Human Rights Day, Yoga Day, and World Environment Day etc.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	Sakaldiha Pg College
Address	Vill- Nagepur, Post- Sakaldiha Bazar Distt. Chandauli (U. P.) 232109
City	Chandauli
State	Uttar pradesh
Pin	232109
Website	www.sakaldihapgcollege.org.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal(in-charge)	Pramod Kumar Singh	05412-246111	9621583369	-	sakaldihapgcollege @hotmail.com
Associate Professor	Vijendra Singh	05412-246110	9616151555	-	vijendradefence@g mail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	16-10-1965

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
Uttar pradesh	Mahatma Gandhi Kashi Vidyapeeth	<u>View Document</u>

Details of UGC recognition	
Under Section	**Date**
2f of UGC	01-01-1973
12B of UGC	01-01-1973

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	Vill- Nagepur, Post- Sakaldiha Bazar Distt. Chandauli (U. P.) 232109	Rural	1.35	2539.52

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Geography	36	intermediate	Hindi	240	240
UG	BA,Hindi	36	intermediate	Hindi	240	160
UG	BA,Political Science	36	intermediate	Hindi	240	231
UG	BA,English	36	intermediate	English	240	93
UG	BA,Sociology	36	intermediate	Hindi	240	240
UG	BA,Psychology	36	intermediate	Hindi	240	238
UG	BA,Sanskrit	36	intermediate	Hindi	240	99
UG	BA,Ancient History	36	intermediate	Hindi	240	204
UG	BA,Economics	36	intermediate	Hindi	240	240
UG	BA,Military Science	36	intermediate	Hindi	240	240
UG	BA,Physical Education	36	intermediate	Hindi	180	174
PG	MA,Geography	24	graduation	Hindi	40	39
PG	MA,Hindi	24	graduation	Hindi	80	53
PG	MA,Political Science	24	graduation	Hindi	80	45
PG	MA,English	24	graduation	English	80	16
PG	MA,Sociology	24	graduation	Hindi	80	27

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				0				51
Recruited	0	0	0	0	0	0	0	0	27	3	0	30
Yet to Recruit				0				0				21
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				26
Recruited	18	4	0	22
Yet to Recruit				4
Sanctioned by the Management/Society or Other Authorized Bodies				8
Recruited	8	0	0	8
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				5
Recruited	3	1	0	4
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	11	0	0	3	0	0	15
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	2	0	0	2

Temporary Teachers									
Highest Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	9	3	0	12
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	1	0	1

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	770	4	0	0	774
	Female	565	0	0	0	565
	Others	0	0	0	0	0
PG	Male	160	2	0	0	162
	Female	121	0	0	0	121
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		**Year 1**	**Year 2**	**Year 3**	**Year 4**
SC	Male	195	172	286	169
	Female	99	148	144	163
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	489	454	510	308
	Female	334	424	323	412
	Others	0	0	0	0
General	Male	118	76	109	69
	Female	119	146	146	146
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1354	1420	1518	1267

3. Extended Profile

3.1 Programme

Number of courses offered by the institution across all programs during the last five years

Response : 11

Number of self-financed Programmes offered by college

Response : 5

Number of new programmes introduced in the college during the last five years

Response : 3

3.2 Student

Number of students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1354	1420	1518	1267	1907

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

2016-17	2015-16	2014-15	2013-14	2012-13
540	540	540	540	540

Number of outgoing / final year students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
438	460	599	415	450

Total number of outgoing / final year students

Response : 438

3.3 Academic

Number of teachers year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
19	19	19	19	19

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

2016-17	2015-16	2014-15	2013-14	2012-13
19	19	19	19	19

Number of sanctioned posts year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
32	32	32	32	32

Total experience of full-time teachers

Response : 368

Number of teachers recognized as guides during the last five years

Response : 5

Number of full time teachers worked in the institution during the last 5 years

Response : 19

3.4 Institution

Total number of classrooms and seminar halls

Response : 17

Total Expenditure excluding salary year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
48.00	88.21	61.10	80.65	37.75

Number of computers

Response : 10

Unit cost of education including the salary component(INR in Lakhs)

Response : 56625

Unit cost of education excluding the salary component(INR in Lakhs)

Response : 35424

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The college is affiliated to Mahatma Gandhi Kashi Vidyapith, Varanasi, and follows the University-prescribed curriculum. The college also follows the rules and regulations laid down by the UGC regarding minimum teaching hours and preparation for examination etc. The Academic and Activity calendar is prepared by each department to ensure effective implementation. Different stages in the process of implementation of the curriculum are as follows:

(a) Stage I: A meeting is held in each department towards the end of the academic year to do the course-distribution for the next year. Based on the expertise of individual teachers, the syllabus is allotted to them by the Head of the Department. Discussions are held on the methodologies that can be followed to orient new teachers in particular on different approaches to the curriculum.

(b) Stage II: All departments prepare a pre time-table to check the feasibility of delivering the allotted curriculum by calculating the number of lectures.

(c) Stage III: Teachers are then required to submit a teaching plan based on the number of days required for effective teaching of the syllabus, taken into consideration the UGC Regulation.

The IQAC prepares a "Teacher's Diary" and gives it to the teachers at the beginning of the academic year to help them plan and manage this entire process effectively. The teacher's diary contains circulars from the university regarding the academic term, the academic calendar, working and teaching days available for undergraduate and post graduate programmes and teaching plan.

At the end of every academic term, teachers are required to submit the diary to the IQAC after filling in the relevant information. This helps the IQAC to monitor and assessing that the teaching plans have been successfully implemented. It is further verified and substantiated through student feedback on teachers.

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

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 0

1.1.2.1 **Number of certificate/diploma programs introduced year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00

File Description	Document
Details of the certificate/Diploma programs	[View Document](#)

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 52.63

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	2	4	1	1

File Description	Document
Details of participation of teachers in various bodies	[View Document](#)

1.2 Academic Flexibility

1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years

Response: 0

1.2.1.1 How many new courses are introduced within the last five years

Response: 00

File Description	Document
Details of the new courses introduced	[View Document](#)

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 0

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 00

File Description	Document
Name of the programs in which CBCS is implemented	

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 0

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	

1.3 Curriculum Enrichment

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

Response:

Institution is so much interested to make their student aware of the core issues which are necessary for human kind and their development. Sometimes it becomes very much important to make the students sensitive towards society to women to environment e t c. The cross cutting issues like Gender, Climate Change, Environment Education, Human Rights, ICT etc., find an ample space when it comes to applying them positively into the curriculum. The college, at its own level and with the assistance from UGC and other bodies s like U , P . Higher Education et c. make arrangements for seminars and conferences of national level where in the experts from above mentioned fields are invited to share and deliver their experiences and knowledge.

In the B.A. syllabus there is a compulsory paper of Environmental science. Regular classes of environment science an engaged in college to make the students aware of environmental hazards as well as solution. ICT is used by different teacher in order to make their teaching lively. On 8 march every year Women empowerment day is celebrated in which lectures are organized a women empowerment. Similarly Human right day is also celebrated in the college.

File Description	Document
Link for Additional Information	[View Document]()

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 2

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 2

File Description	Document
Details of the value-added courses imparting transferable and life skills	[View Document]()
Brochure or any other document relating to value added courses.	[View Document]()

1.3.3 Percentage of students undertaking field projects / internships

Response: 2.22

1.3.3.1 Number of students undertaking field projects or internships

Response: 30

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

1.4 Feedback System

1.4.1 Structured feedback on curriculum obtained from 1) Students 2) Teachers 3) Employers 4) Alumni 5) Parents For design and review of syllabus semester wise/ year wise
A.Any 4 of the above

B.Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A.Any 4 of the above

File Description	Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback processes of the institution may be classified as follows:
A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0

2.1.1.1 Number of students from other states and countries year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of students (other states and countries)	[View Document]
Institutional data in prescribed format	[View Document]

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 66.39

2.1.2.1 Number of students admitted year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
576	657	898	500	954

2.1.2.2 Number of sanctioned seats year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1080	1080	1080	1080	1080

File Description	Document
Institutional data in prescribed format	[View Document]

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 75.19

2.1.3.1 Number of actual students admitted from the reserved categories year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
300	350	540	300	540

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

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

At the time of admission college comes to know the number and interacts with the students at the risk of drop outs. We try to explore the fact behind why these students stop education, do not take part in annual exams, we search the problem for better way-out .It is very rare the reason the incapability due to economically weakness, if happens we help them.

The college follows the state government and Mahatma Gandhi Kashi Vidyapeeth policy regarding the admission which effectively is aimed at providing relatively easy access to the students belonging to rural areas and backward communities. In effect, the student- teacher ratio existing at present is relatively unfavorable to implement highly effective measures with respect to classification of learners, especially in the case of slow learners. However, teachers through discussion in classroom teaching, try to establish a two-way dialogue to identify the fast and slow learners. The departments have started organizing periodical assessment tests of students and the results obtained are being used to identify slow and advanced learners. The slow and advanced learners have free access to their subject teachers during their free and allotted periods and the teachers keenly address to their problems and queries, on one hand and also suggest measures for advancement, on the other. The morale of the slow learners is boosted by counseling sessions, remedial classes and intensive interactive sessions. They are also given advice after class hours and are motivated by providing additional learning material such as text books and solved question papers from exams. The advanced learner's are given assignments and encouraged to take part in active items such as quizzes, essay writing, lecture competitions and seminars. They are encouraged to acquire new and advanced information through the internet to bring out their full potential. The creative abilities of students are given vent through wall magazines, newsletter and college magazine. All the students are exposed to peer group learning where both the slow and advanced learners are combined. A friendly environment is created to improve the communication skills of the advanced learners. A number of motivational lectures are organized to channelize their potential to achieve success.

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

2.2.2 Student - Full time teacher ratio

Response: 71.26

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

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.07

2.2.3.1 Number of differently abled students on rolls

Response: 1

File Description	Document
List of students(differently abled)	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any other document submitted by the Institution to a Government agency giving this information	[View Document](#)

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

Response:

The college was established to serve as a model college with an aim of providing low-cost high quality education primarily to the less privileged students belonging to rural areas by taking over all personality development of the students as the main theme. The college strives for providing quality education in all the subjects through devoted efforts of teachers in an attractive manner so that they can develop excellence in their subjects of choice. Along with providing high quality education, the other major objectives of the institution are to make them aware of their social responsibilities and imbibe national values in their character so that they may be able to present themselves as good citizens. Further, the students are made aware of the job opportunities available for them in their respective subjects and also in inter disciplinary fields. They are advised to earn their livelihood by opting for such careers as administrator, research and

development, military, industries, business, teachers, agriculture, subject experts, translators etc.

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

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 78.95

2.3.2.1 Number of teachers using ICT

Response: 15

File Description	Document
List of teachers (using ICT for teaching)	[View Document](#)
Provide link for webpage describing the " LMS/ Academic management system"	[View Document](#)

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 71.26

2.3.3.1 Number of mentors

Response: 19

File Description	Document
Year wise list of number of students, full time teachers and students to mentor ratio	[View Document](#)

2.3.4 Innovation and creativity in teaching-learning

Response:

The College has ten U.G. & three P. G. departments. Each faculty member has own approach and method of teaching as per the need of subjects. The teachers of various departments participate in the Orientation and Refresher programmes organized by various UGC sponsored Academic Staff Colleges. They also take part in national and international seminars/conferences to be aware of the recent developments in their respective fields. They also visit libraries of other universities and institutes for better study and research materials and have consultation with professors working in their subject field. The teachers, thus, provide the materials collected by them to their students and also share their experiences with them.

Lecture method is the most common method of teaching in vogue considering the unfavorable student–teacher ratio especially in the departments in the faculty of arts. The faculty members are highly qualified and experts of their subjects and deliver their lectures in lucid language and comprehensive manner. The students, who usually come from rural areas, are encouraged to have group discussion in front of faculty members and are also asked to prepare projects on their allotted topics. Most of the departments organize students? seminars on allotted topics especially at the level of their third year of U.G. and both years of P.G. study. Experiential learning is practiced in all the practical subjects through practical's, tours, field studies, and deliberations by eminent personalities at specific occasions. The Principal and faculty have a clear vision to make the students self dependent to develop the skill of doing things well in a good manner because majority of them are poor and cannot take any training from outside. The college concentrates on making the students original thinkers. To encourage the artistic temper among the students, the college teachers motivate them to participate in various extra murals activities in different programmes. The long list of prizes won by our students in district and state level competitions bears a testimony to it. At the same time, to sharpen the critical thinking among students, various GDs, debates and seminars are organized in which students explore new ideas and also get a chance to listen to the expert views of eminent professionals.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 59.38

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 100

2.4.2.1 Number of full time teachers with Ph.D. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
19	19	19	19	19

File Description	Document
Any additional information	View Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience of full time teachers in number of years

Response: 19.37

File Description	Document
List of Teachers including their PAN, designation,dept and experience details	View Document

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 5.26

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	1

File Description	Document
Institutional data in prescribed format	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 6.25

2.4.5.1 Number of full time teachers from other states year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	2	2	2	2

File Description	Document
Any additional information	View Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

There is a well-developed system of internal assessment in Sakaldiha P.G. College, Sakaldiha. This internal assessment is undertaken on two levels: 1. Academic and 2. Extra-curricular.

1. (a) Academic Assessment: So far as the assessment of student's academic activities is concerned, we have some set system. In the practical subjects e.g. Geography, Defense Studies, Psychology and Physical Education students are guided to prepare their practical copies. Students are given separate questions and projects to study. After making adequate studies, students prepare their practical copies and submit them to their concerned teachers. The teachers evaluate their answers very minutely and give their expert comment to modify at certain points. After making necessary modifications according to the suggestion of the teachers, once again practical copies are submitted to the departments. Now during university examination, the practical copies of students are evaluated by both internal examiner and external examiner and marks are awarded according to their performance. Thus right from the beginning, the students are guided to improve their performance and the internal assessment goes on almost simultaneously.

(b) Educational Tours: Educational tour is the part of our university syllabus in Geography. So students are encouraged to go on the educational tour under the guidance of subject teachers. This tour is organized to make the students aware of our country's cultural and geographical heritage. Teachers describe the importance of the particular geographical place visited by students. After that, students submit their project report on educational tour. Afterwards the project report on educational tour is evaluated and the marks obtained by students are added in the marks of the university examination.

2. Extra-curricular activities: The extra-curricular activities of students are periodically assessed and students are encouraged to participate in the extra-curricular activities with enthusiasm.

(a) Sports: Students are encouraged to participate in different games organized by college and university. The physical education teacher takes great interest in selecting the team and taking them out for participation in university games and sports. Before Annual Day, some games like volleyball competition, badminton competition etc. are organized and the best player and team are given prize on the Annual Day. The physical education teacher Dr. Binayak Dube along with the external coaches judge the performance of the students.

(b) Cultural Activities: Students are encouraged to participate in different cultural activities like poetry recitation, folk song, acting and fancy dress competition. In all these activities , both girls and boys participate in great numbers and their performance is judged by the team of college teachers. Students are

declared First, Second and Third in every competition and they are given prizes accordingly on the Annual Day.

(c) The college observes and celebrates different important days like Gandhi Jayanti, Ambedkar Jayanti, Yuva Divas, Aids Day, Human Rights Day, Independence Day, Republic Day etc. On these occasions students are encouraged to speak something and the best speaker is judged among them by the team of college teachers. Teachers also assess the performance of students in quiz contest.

File Description	Document
Link for Additional Information	**View Document**

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The institution uses assessment and evaluation both as an indicator for evaluating students? performance. The students who excel in the academics, sports or extracurricular or extra mural activities are given due advantage in assessment. General classroom behavior of the students is also kept in mind when evaluation of a student is undertaken. The institution also awards the topper in each stream and each subject annually in order to boost their morale.

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

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

Response:

The student is made clear about every grievance in his mind at the University level. For this process, some re-evaluation fee is charged from the student and evaluation process is again repeated. The examination are conducted and controlled by university. The college has to follow the instructions of the university. If students have any problem, the principal of the college communicate to the concerning authority (Controller of Exams or other offices) of university about the grievances of the students. All g r i e v a n c e s regarding evaluation marks awarded for the students are redressed by the Examination committee. Any issue related to results is attempted to be solved by the examination committee and is forwarded to the university. In case the students are dissatisfied with their result students can apply for the improvement in their marks through improvement examination also.

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

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

The academic calendar (annually is released by the affiliating university and is to be followed in totality by our college. The same academic calendar is published in the College prospectus and college website before the beginning of the session of every academic year. It provides plan for the academic year to students, teachers and parent. The new academic session of the college begins in the first week of July. Admission forms for the U.G. programmes are made available from mid-June and the process of admission to the U.G. programmes commences in July and is completed up to the first week of August. Admission to P.G. courses starts just after the declaration of the results of the qualifying examination by the university and usually is completed at the end of August. The enrolled students have to fulfill his/her university examination form immediately after their admission. Teaching usually starts on IST August at U.G. and P.G. levels, both. Each department has to prepare its own time-table in

co- ordination with the central time-table committee in accordance availability of time and space. Each department prepares the time-table giving a clear distribution of workloads of the teachers. The time-table also has a provision for seminars for the students, tutorials and remedial classes. Evaluation of the students is the responsibility of the affiliating university which has an annual system of examination. However, the college also follows a periodical evaluation system conducted through organization of assignment tests, seminars, projects, dissertations etc. to help them prepare for the main examination in a confident manner. The main examinations of the university comprises of written examination, seminars, dissertations, practical and viva-voce examination. The final evaluation of students is done according to the university schedule. Towards the end of each session, examinations are conducted by the university and evaluation is carried out. The exam results are declared and marks sheets are issued and displayed on university website by the affiliating university.

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

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 on website and communicated to teachers and students

Response:

the Students and Staff of the College are aware about the learning outcomes by the prospectus, University Calendar and the magazine of the college. For the overall development of the students, besides regular studies various add on courses like computer training have been conducted and Yoga is in the process of being well is started very soon. Rovers Rangers activities are also provided in the college. Equal Opportunity Centre and Career Counseling Cells provide knowledge to the students about various career options and helps in personality development of the students

Smart class room is established in the college to enhance teacher learning skills Extension Lectures are also organized by the extension lectures committee by inviting experts. Regular teaching is done in the college. Internal assessments are held at regular intervals. Various national and international days are celebrated in the college to create awareness among the students.

Students are made aware by the teachers about the various aspects of the particular subjects.

They are also made aware of social relationships, social behaviors and social r e s p o n s i b i l i t i e s . All these things help them boost their self esteem and self confidence. Career Counseling Cell is there for the guidance of the students regarding various career options in different fields, Teachers also guide the students regarding various career options in their respective streams.   Through t h e departments lectures are conducted from time to time by speakers from different fields so that the students get knowledge about different career options

The College through the orchestrated efforts of teachers, supporting non-teaching staff   and administrative   officers   has   been   generating   highly   skilled   employable   and   socially responsible man power. College has developed self reliant, enterprising and employable human resource.

The College through the orchestrated efforts of teachers, supporting non-teaching staff   and administrative   officers   has   been   generating   highly   skilled   employable   and   socially responsible man power. College has developed self reliant, enterprising and employable human resource.

Annual result records are maintained and analyzed by all the departments and used for future improvisation and planning. Feedback is also taken from the students to improve teaching learning process. Institution has specified procedure to collect and analyze data on student learning outcome, the following points are adopted by the institute in this context:

· Midterm and continuous evaluation

· Introduction of unit wise internal choice, comprehensive study and understanding of the entire course contents by the student.

· Annual system of examination for all UG classes

? Semester in PG classes

· Seminar presentation by students. · Timely Redressal of students? grievances.

· Minimum attendance limit for students to minimize absenteeism.

· Extra classes for weak students to solve their problems.

· The periodic evaluation of teachers helps in the improvement of learning outcome.

File Description	Document
COs for all courses (exemplars from Glossary)	View Document
Link for Additional Information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

 The IQAC has been established recently in the college for the purpose of making quality assessment and preparing quality report every year. College has a clearly defined, set mechanism to monitor the learning outcomes. Attendance is compulsorily taken for every lecture. Tutorials and laboratory hours are fixed The tutorials and assignments are corrected within a short duration and the marks are entered in work register, which acts as a ready reckoner for the academic progress of the students. Based on the participation in the class and assignments, the student level is judged by the staff member and appropriate action is taken. At the end of each periodical test, progress reports which consist of unit test results and attendance status are submitted to the office for further action.Counseling is given to slow learners. Parents of such students are called to meet their respective faculty member, if required. The faculty members are encouraged to conduct surprise tests, quizzes, etc. to monitor the academic progress of each student.

The College aspires to have a transformational impact on students through comprehensive education by inculcating qualities of competence, confidence and excellence. The college has specified its graduate attributes clearly. At the first place,The College aims to make its students employable. The college endeavors that its students should become valuable global citizens. To make the students academically sound enough, so that they are able to stare in the eyes of the competitive world.

The college ensures that by the time the student finishes his/her education in the college, he attains all these specified attributes. The faculty members of the college work rigorously throughout the academic year to enable the students imbibe the valuable lessons by way of seminars, moral lectures, presentations and field work. The faculty sensitizes students towards inclusive social concerns, human rights, gender and environmental issues to make them sensitive, sensible, useful and conscientious global citizens.At the academic level the teachers try to improve the results and enhance the intellectual capacity of the students by satisfying their queries. The syllabus is completed on time and revision is also conducted. Besides the regular studies extra curriculum activities like Ranger & rovers are also provided to the students for overall development of the students Career Counseling Cell in the college helps in developing the personality of the students. All these help in attaining the graduate attributes. There is a well-developed system of internal assessment in Sakaldiha P.G. College, Sakaldiha. This internal assessment is undertaken on two levels:

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

2.6.3 Average pass percentage of Students

Response: 94.75

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

Response: 415

2.6.3.2 Total number of final year students who appeared for the examination

Response: 438

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

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Database of all currently enrolled students	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years

Response: 3

3.1.1.1 Total Grants for research projects sponsored by the government/non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
00	1	0	1	1

File Description	Document
List of project and grant details	[View Document](#)

3.1.2 Percentage of teachers recognised as research guides at present

Response: 21.05

3.1.2.1 Number of teachers recognised as research guides

Response: 04

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

3.1.3 Average number of research projects per teacher funded by government and non government agencies during the last five years

Response: 0.79

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 3

File Description	Document
List of research projects and funding details	<u>View Document</u>
Funding agency website URL	<u>View Document</u>

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The faculty members are empowered to take up research activities utilizing the existing facilities. The college has a Research Committee to monitor and address the issues of research headed by a senior Associate professor Dr. V. Singh, for publication of papers/articles in reputed journals and motivation to faculty members to undertake minor and major research projects from various funding agencies and to get grants to organize seminars. Research Committee works in following ways-

· Identification and assisting for finance from Management as well as funding agencies like UGC, DST and ICSSR.

· Motivating to undertake minor and major research projects from various funding agencies

· Creating research culture among faculty members and students

We provide Vachanalaya, Study Room facility; organize career counseling programmes and Yoga classes. We organize annual games, sports and cultural programmes also.Through these programmes we strive to develop personality and development of our students.

File Description	Document
Link for Additional Information	<u>View Document</u>

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	[View Document](#)

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

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

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: Yes

File Description	Document
List of Awardees and Award details	[View Document](#)
e- copies of the letters of awards	[View Document](#)

3.3.3 Number of Ph.D.s awarded per teacher during the last five years

Response: 3

3.3.3.1 How many Ph.Ds awarded within last five years

Response: 15

File Description	Document
Any additional information	[View Document](#)
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	[View Document](#)

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 2.53

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
14	15	09	10	00

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document](#)

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

Response: 1

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3	2	4	5	5

File Description	Document
List books and chapters in edited volumes / books published	[View Document](#)

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

Sakaldiha P.G. College, Sakaldiha is aware of its social responsibilities. That is why, the college organizes different programmes for sensitizing students to social issues and holistic development of our students. According to the awareness drive by the Election Commission of India, the college organizes "MatadataJagrukta Divas" on 25th January every year. Different programmes are undertaken on this day. First of all, students are invited to speak on the importance of voting right. India is the biggest democracy of the world. It is the duty of every Indian to cast his/her vote in the general election so that a good and responsible government is formed to rule for five years. The importance of voting right is highlighted on this day. All the students, teachers and staff go on a march in Sakaldiha market along with postures and banners in order to generate awareness among the neighbouring areas. Wall –writing is also undertaken on this occasion for creating awareness among students and villagers about the importance of voting right. On 25th January, 2017 the honourable D.M. of Chandauli was invited as the chief guest on this occasion.

Cleanliness drive is an important activity which is organized in the college almost regularly. On 2nd October every year cleanliness drive programme is organized in college. A Cleanliness Committee is formed in college to monitor the cleanliness both in classroom and campus. With the active support of our students we strive for clean campus. Tree plantation is another important activity undertaken by college just in the beginning of rainy season every year. We strive for "Green campus, clean campus".

On the initiative of Home Ministry, Govt. of India, we organized the "Communal Harmony Week" from 19 to 25 November 2017 to spread peace and harmony among students belonging to different religions. During this week, the students were invited to speak on communal harmony and the best orator was given prize also. In the same way, Essay-Competition and slogan writing contest were organized and students participated in these programmes with great interest and enthusiasm. A small drama was also enacted by students to spread the message of communal harmony. At last, a fund of Rs. 5000/ was raised with the support of students and the D.D. of the same amount was sent to the Home Ministry in order to help the victims of communal riots.

Another important awareness programme is the organization of Aids Day on 1st December every year. On this day some doctors and social workers are invited to speak on the dangers of Aids. Students are made aware of those dangers and they are taught the methods of prevention.

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

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 0

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	[View Document](#)

3.4.3 Number of extension and outreach programs conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc., during the

last five years

Response: 17

3.4.3.1 Number of extension and outreach programs conducted in collaboration with industry,community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc.,year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
09	08	00	0	0

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 48.08

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
950	827	693	525	475

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 1

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	1	0	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document

3.5.2 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance,other universities etc. during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The College departments are heritage building constructed in 1965 and are very well equipped with classrooms, seminar rooms, laboratories and departmental libraries to facilitate effective teaching, learning and Research.

i) **Class rooms**: College has spacious class rooms with proper light arrangement and ventilation, dias and podium.

ii) **Technology Enabled learning facility:** The College has ICT Smart C l a s s r o o ms w h e r e t h e p r o v i s i o n of O HP s , Wi -Fi connectivity and internet access is given.

 (iii) **Seminar Hall:** The College has one seminar hall. This hall is regularly used for organizing seminars and workshops at the college, state and national level. The students of post-graduate departments are regularly promoted for active involvement in paper presentations, group discussions etc.

iv) **Tutorial rooms:** Tutorial rooms are there in college campus especially for t h e UG classes and for special remedial classes for weak and needy students.

v) **Laboratories:** The Institution has fore labs (Military Science, Geography, Psychology and Physical Education.

vi) Specialized Facilities and equipments available for teaching, learning and research: The College has provided one additional laptops to different programme coordinators. The coordinators and staff members are given free access to Internet so that they can enrich their knowledge and then in turn the students can take benefit from their experience and knowledge.

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

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

Response:

The Principal is the Executive Head of the unit and the Chairman plays the supervisory role in the

functioning of the Sports committee. The main purpose of the committee is to initiate, coordinate, execute and manage various kinds of sports activities including Annual Athletic Meet and other such programmes to promote general interest in games and sports so that students participate in them in the spirit of true sportsmanship for the honor of the College and the greater glory of sports. The committee also aims at improving the standard of various facilities and the grounds including basket ball, football, cricket and athletic tracks. It is also very well equipped for several indoor games like chess, table tennis etc. for physical development, participate in various types of outdoor sports and games. We have sizable number of Rover & Rangers volunteers. College has the study center of Indira Gandhi National university IGNOU, New Delhi.

Sports: The College has always created a niche for itself in the field of sports. The college has since long times, been participating in various inter university, university level tournaments. In sports, our college provides indoor and outdoor games to student.

Outdoor Games: A spacious 2acre play ground is available for outdoor games i.e. cricket, athletics, Kabaddi, Kho-Kho etc. outside the college campus. A Football ground has been set for the students by the sports in charge Dr Binayak Kumar Dubey.

Indoor Games : Facilities for th e sports like Badminto n , Ch e ss , Carrom, Volleyball etc, are provided to students in the college campus only.

Auditorium: Our College has a rich and lush green campus. The college is having a modern, well equipped and up to the mark technology enabled seminar hall for special lectures and seminars. The seating capacity of the seminar hall is around 200 participants.

Cultural Activities: College has proper mechanism for cultural activities. Cultural committee organizes the cultural programmes like singing competition and one act plays and play competitions. Days of national & International importance are celebrated regularly in the campus. Some cultural heritage like Nautanki and Biraha etc of eastern U. P. has been protected by Institution. The College has carved out a special niche for itself in the field of extracurricular, extra mural activities. The students have been participating with full fervour and zeal in all activities, academic, theatrical, fine arts or musical.

Yoga: Yoga is an art to keep yourself healthy without medicine to keep you cool and tension free. Thinking so college is preparing for yoga classes twice in week from this session.

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

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

Response: 17.65

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 03

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document
Link for additional information which is optional	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 2.48

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
3.5	4.5	00	00	00

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document

4.2 Library as a Learning Resource

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

Response:

Pt. Ram Kamal Pandey Granthalaya (Library) of Sakaldiha P.G. College was automated in the year 2017 using Integrated Library Management System (ILS). The name of the ILMS software is Smart Integrated Library Management system. It version is 1:0. Two major functions of ILMS are Cataloging and Circulation. Earlier we maintained the record of books in an Accession Register. The title of a book with manually in the Accession Register. In fact, the where about of a particular book maintained in the Accession Register borrow a particular book, it becomes easier to find out that book in the particular shelf/Amirah. But now ILMS has made the work of a librarian quite easier. Through ILMS, Cataloging of books is maintained in Computer. The entire information of a book is stored in computer and students search the books in computer and give their request for borrowing a particular book from the library.

The second most important function of ILMS is the maintenance of circulation of books Circulation mean

lending books to students and receiving them back. For this purpose, the database of every student is maintained and stored in computer. Each student and item has a unique ID in the database that allows the ILS to track its activity. The ILMS is very much user friendly. It is easier for the library staff to lend a book and get it back without taking much trouble because the database of every student and item is already stored in the computer. Similarly it is easier for a student to borrow a book and return it back without facing any tedious process. MoreAover it is quite easier to track a particular item. In a nutshell, it can be said that ILMS brings a revolution is the maintenance of library. For a rural area institution like ours, it was quite difficult for us but we must go along to be quite difficult but slowly and steadily, student and staff hour understood its benefit and they hour understood its working also. So with new experience we are marching ahead.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

All the publications of Government of India, State Governments, Union Territories, Government Undertakings, Autonomous Bodies are collected, processed and preserved separately. Central Library has about 100 rare and historically important reference booka and manuscripts in different languages. These manuscripts are preserved separately along with other important and rare books in the Rare Books division. But due to lack of financial resources, in recent five years college could not purchase rare books.

File Description	Document
Link for Additional Information	View Document

4.2.3 Does the institution have the following:

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B. Any 3 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc.	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 1.14

4.2.4.1 Annual expenditure for purchase of books and journals year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
1.45	1.47	1.47	00	1.32

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: No

File Description	Document
Details of remote access to e-resources of the library	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 4.52

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 62

File Description	Document
Details of library usage by teachers and students	<u>View Document</u>

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

All the departments of institute are very well connected with Internet Wi-Fi connection dated on November 2017 for academic and scientific surfing to obtain information related to the new findings in research and teaching. Campus has a Wi-Fi facility for students as well as teaching staff. The College is going to establish more smart class rooms, 4G Wi-Fi services, purchased licensed software and develop the e-library. The College in the near future is optimistic as far as the infrastructural upgradation is concerned. The college intends to upgrade the PCs with latest configuration available in the market. This apart the stress will be laid on the purchasing of New Hardware. Non working computer hardware components are used as models to demonstrate in the classes

File Description	Document
Link for Additional Information	<u>View Document</u>

4.3.2 Student - Computer ratio

Response: 135.4

File Description	Document
Student - Computer ratio	<u>View Document</u>

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)
<5 MBPS

5-20 MBPS

20-35 MBPS

35-50 MBPS

Response: <5 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	
Link to photographs	

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 0.17

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
.20	.0020	.05	.29	00

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	
Audited statements of accounts.	

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.

Response:

Our college has an established systems and procedures for maintaining and utilize physical, academic and support facilities. For effective and smooth functioning of academic activities as well as co-curricular activities we provide following facilities

1. Laboratory- There are four practical subjects- Geography, Psychology, Military Science and Physical Education in college. In all these four subjects we maintain well furnished laboratory with modern apparatus and instrument. We take fee Rs 265/- as practical subject on UG level. The maintenance of laboratory and purchase of instruments are done by the collection of the practical fees.

2. Library- We have a big library in college for the benefit of student. There are a large number of reference books and textbooks available in the library. Students borrow books from library after getting admission and return them after a month, there after they borrow some new books for study. But before beginning of annual examination they have to return all the books only then No Dues certificate is issued to them by the librarian. Then they get their Admit card. We take fee Rs. 100/- per student for the maintenance of the library. Every year new books are purchased on the demand of different departments.

We maintain a reading room for the benefit of students. In the reading room all the leading newspapers and some useful magazines are purchased. Students are greatly benefited by the reading room. We take fee Rs. 100/- only. from every student as the fee for the reading room.

1. Sport- There is the department of Physical education in the college. This department is responsible for the promotion of games and sport in college. We take Rs. 120/- from every student as sport fee. Different sport items are purchased every year for the promotion of games and sports in college. We encourage our students to participate in college and university level tournament. We organize Annual sport meet in the month of February every year and give trophies to the winners on the Cultural Meet.

2. Computers- Modern age is the age of computers. So, we maintain some computers for office work as well as for library. Now-a-days, official letters are received by college through email. So the reply is also sent through email. Different records of finance and of student are kept safe in the computer. The college has subscribed some online journals which can be read through computer. So we maintain some computers in library and Reading Room. Every year some new computers are purchased.

3. Classrooms- In the present educational system classrooms are essential part of the physical facilities with help of which teaching learning process further proceeds towards its goal. The college has a maintenance fund for classroom maintenance.

File Description	Document
Link for Additional Information	[View Document]()

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 74.9

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1041	965	921	1207	1406

File Description	Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document]
Upload self attested letter with the list of students sanctioned scholarships	[View Document]

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 0.01

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
00	01	00	00	00

File Description	Document
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	[View Document]

5.1.3 Number of capability enhancement and development schemes –

1. **For competitive examinations**
2. **Career counselling**
3. **Soft skill development**
4. **Remedial coaching**
5. **Language lab**
6. **Bridge courses**
7. **Yoga and meditation**
8. **Personal Counselling**

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: D. Any 4 of the above

File Description	Document
Details of capability enhancement and development schemes	[View Document](#)
Link to Institutional website	[View Document](#)

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 45.12

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
795	820	763	746	00

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during

the last five years

Response: 14.73

5.1.5.1 Number of students attending VET year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
345	180	180	180	180

File Description	Document
Details of the students benifitted by VET	[View Document](#)

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	[View Document](#)
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View Document](#)

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0.43

5.2.1.1 Number of outgoing students placed year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
02	03	02	03	00

File Description	Document
Details of student placement during the last five years	[View Document](#)
Self attested list of students placed	[View Document](#)

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 59.36

5.2.2.1 Number of outgoing students progressing to higher education

Response: 260

File Description	Document
Details of student progression to higher education	[View Document](#)

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: NET/SLET/GATE/ GMAT/CAT, GRE/ TOFEL/ Civil Services/State government examinations)

Response: 29.71

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT, GRE/TOFEL/Civil Services/State government examinations) year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	2	2	0	0

5.2.3.2 Number of students who have appeared for the exams year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
5	5	7	1	1

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	[View Document](#)

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) during the last five years.

Response: 0

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	[View Document](#)

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

There is an active student union in Sakaldiha P.G. College Sakaldiha. The institution is very reputed for knowledge as well as Student Union in our area from where students progress multidimensional. Students passed from this college are actively participating in the leadership of U.P.

Every year according to the rules and regulations of the university, **S**tudent Union election is held within 56 days from the closing date of the admission.

Purpose:

- To effort for mental, moral, physical, social, and cultural development of the student union members.
- To effort for democratic character of the student union members.
- Initiative efforts for creative power development of the students.

College administration selects five representatives among the regular students on the basis of a fair voting system guided by the university regulation. Their designation is as follow;

1. President
2. Vice-president

3. General-Secretary
4. Library Secretary
5. Faculty Representative

There is always dissociation of student union election and students representation from political parties during the college election.

Frequency and duration of the election process:

The student union election is held during every year within 56 days from the closing date of the admission. If election could not held within the above mentioned date by any reason, the election is suspended for that year.

Possessions and duties of the representative:

President: The president of the student union leads both general meeting and working committee.

His decision in the union is final on any matter of the concerned committee.

If he is absent, vice- president performs president's duties.

Vice-president: vice-president will follow the duty of president in his absence according to the permission of principal and administration.

General Secretary: according to the advice of the working committee the general secretary will make a general budget, and present it in the meeting.

The Library Secretary: he organizes the meeting for discussion on the national and international problems.

The Library Secretary: He organizes Quiz, essay-writing, speeches and many competitive programms.

The college has its Grievance Redressal Cell which works regularly as a unit. The president of Grievance Redressal cell is the teacher incharge of student affairs. The problems occurred during the election or current session are solved by this cell.

The students actively participate in the academic by their best performance in the annual examination in their concerned subjects. In cultural and social activities like Communal Harmony week, Voter- Sensitization etc. the students contribute much.

In the various commetties of the college like Grievance Redressal cell, OBC Cell, SC Cell, Minority Cell, and Cleanliness Cell, Anti-Sexual Harassment Committee, the students are respected members along with the other members. These students have direct communion with the other students of the college so they work as a bridge for information as well as in solution of many problems.

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

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 1.8

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
02	03	02	02	00

File Description	Document
Report of the event	[View Document](#)
Number of sports and cultural activities / competitions organised per year	[View Document](#)

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

SAKALDIHA P.G COLLEGE SAKALDIHA CHANDAULI has formed an Alumni Association for the pass-out students who are working in various states of India. The idea of forming such an association was floated since long time but could not materialize due to certain unavoidable circumstances. But now seeing the growing and valuable importance for training and placement wing and realizing the fact that our old students are the backbone of our college. We wish to start an interaction with our alumni to share their experiences. It is our mission to reach out to maximum numbers of our alumni all over India. For this purpose we request our alumni to share with us the latest contact details to other alumni available with them and update them about the progression in education area and development of our college. We also seek their suggestions and support in making their Alma Mater as one of the premier college of the district and state.

Alumnus support and cooperation will go along way in strengthening and supporting the Alumni Cell for Alumni Alma mater Interaction. There are 60 registered alumni members who gather together every year at an appointed date in the college.

The aim of the Alumni association is to uphold the democratic and inclusive tradition of

Sakaldiha P.G College Sakaldiha. And to strive for this furtherance, through all their activities centered around the themes that deepen our understanding and appreciation of values, and to foster close relationship between alumni association and the college. To provide academic and professional interaction and networking among alumni and endeavor to create career opportunities for the students.

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

5.4.2 Alumni contribution during the last five years
<1 Lakh

1 Lakh - 3 Lakhs

3 Lakhs - 4 Lakhs

4 Lakhs - 5 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	[View Document](#)

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 2

5.4.3.1 Number of Alumni Association /Chapters meetings held year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
01	01	00	00	00

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	[View Document](#)
Report of the event	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

The institution, Sakaldiha PG College, has created a special position for itself in the past 52 years. The vision behind the establishment of the institution was very humanitarian.State Government wanted the people of this rural area to have an open access to learning, irrespective of caste, color or creed.

The institution was set up with a mission to impart such knowledge as may be necessary for the all round development of the character of students thereby making them capable of being better employed and at par with the highly competitive job markets. The college aims at instilling scientific zeal and developing skilled human resource to meet contemporary challenges. The college visualizes at facilitating young adult learners with opportunities to kindle their ethics and leadership potential thereby sensitizing learners towards inclusive social concerns, human rights, gender and environmental issues. The vision and mission of the institution is a reflection of the objectives of the National policies of higher education, in molding human resources to meet contemporary challenges. The institution strives to shoulder the responsibility of making the nation's dream come true. The institution provides comprehensive education instilled with scientific zeal, creating a platform for lifelong learning. The institution follows a three-fold system with academic, co-curricular and extra–curricular programs. The academic design is based on enhancing and empowering the knowledge base of the students. The focus is on the recent trends in scientific and cognitive fields. The institution's vital motto is to strengthen the inner potential and emotional quotient of the Student folk.

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

6.1.2 The institution practices decentralization and participative management

Response:

Principal and the staff/faculty are always stepping in together for designing and proper applications of the quality policy and plans. The Principal of the college is the head of the institution and is always there to provide requisite leadership to the system. He is the Principal Executive and Academic Officer of the College. The principal keeps on meeting the college staff to discuss various policy matters and their application and adjudication. The Principal ensures that all provisions of the University bye-laws, the Statutes and the regulations are observed. He also convenes meetings of the Advisory Committee, various others bodies and performs all such acts as may be necessary to carry out and give effect to the decisions of the said bodies. Importantly, the Principal provides academic leadership and in association with the various faculties, evolves strategies for academic growth. The faculty members are actively

involved in decision-making process. The teachers hold periodic meetings. Hence they are actively involved in the decision- making process to sustain and enhance quality of education imparted by the institution.

At the departmental and college levels, largely the decision making role is of the faculty. A decentralized functioning mechanism, empowers the departments and individual faculty with a great level of flexibility in academic administration, and helps the faculty in making decisions. In most of the committees, right from the principal up to the departmental committees, faculty is represented. At the same time, there are sufficient checks and balances built in the system to see that these decisions are carefully taken. The suggestions are communicated to the teaching and non- teaching employees and implemented by the Principal. He also assigns specific duties to various academic and administrative bodies of the College on the basis of suggestions of the executive committee.

The College Administration tries its best to develop a culture of participative management by providing some responsibilities to the faculty. The institution can proudly boast of a participative management. The head of the Institution is in the leading role in governance of the institution. He, along with the other senior faculty members, keenly observes the day to day working of the college administration, governance, management and academic activities. He inspires the staff members in staff meeting and by personal interaction to give their best in their teaching assignments. He communicates to the teachers the decision taken and ensures that all the points are implemented properly. He is responsible to constitute different committees involving the staff members. He looks after the financial expenditure and manages the funds for different developmental activities taking place on the campus.

File Description	Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

At the departmental and college levels, largely the decision making role is of the faculty. A decentralized functioning mechanism, empowers the departments and individual faculty with a great level of flexibility in academic administration, and helps the faculty in making decisions. In most of the committees, right from the principal up to the departmental committees, faculty is represented. At the same time, there are sufficient checks and balances built in the system to see that these decisions are carefully taken. The suggestions are communicated to the teaching and non- teaching employees and implemented by the Principal. He also assigns specific duties to various academic and administrative bodies of the College on the basis of suggestions of the executive committee.

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management and academic activities. He inspires the staff members in staff meeting and by personal interaction to give their best in their teaching assignments. He communicates to the teachers the decision taken and ensures that all the points are implemented properly. He is responsible to constitute different committees involving the staff members. He looks after the financial expenditure and manages the funds for different developmental activities taking place on the campus.

File Description	Document
Strategic Plan and deployment documents on the website	[View Document](#)
Link for Additional Information	[View Document](#)

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

Organogram of Sakaldiha P. G. College, Sakaldiha, Chandauli, U. P. Governing Body members list is attached. Information file below-

1. Management Committee (now a days District Magistrate of Chandauli working as a Administrator) govern the college as U. P. state university act, 1973.
2. Principal is the Chairperson of College administration.
3. Internal Quality Assurance Cell is contributing the quality assurance strategy in college campus.
4. All the Associate Professors of the College are the members of Academic Committee. The Examination Cell is conducting examination as per university directions. Administrative Unit, library, various committee & cells, alumni committee is following university, state government directions.

Quorum: The quorum for meeting of Committees shall be 40% of the total members for Functions.

The IQAC besides being the supreme administrative authority of the College shall have the following additional functions:

1. To monitor the academic and other related activities of the College. To consider the important communications, policy decisions received from the University, Government, etc., from time to time.
2. To monitor the students Performance and faculty development programs.
3. To pass the annual budget of the College (including clearance of all University dues), check the audited income and expenditure accounts and approve.
4. Training & Placement Cell to organize and monitoring placement.
5. Anti Ragging Committee and discipline committee to look into various aspects of ragging, means and methods to prevent it, possible action that can be taken against those who involve in it, and action against offenders in the event of ragging to oversee and monitor the overall discipline of

students in the college, and review it periodically.

6. To take decisions and actions related to indiscipline activities of the students in the college as and when required.

Role and Responsibilities of Library Committee to purchase the books and magazines periodically to fulfill the requirements of University syllabus. To meet regularly, to discuss about further developments in the library. To solve the issues and problems raised by the students and staff members.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2.3 Implementation of e-governance in areas of operation: 1.Planning and Development 2. Administration 3. Finance and Accounts 4. Student Admission and Support 5.Examination

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: C. Any 3 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document
Screen shots of user interfaces	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

Role and Responsibilities of Library Committee - To purchase the books and magazines periodically to fulfill the requirements of syllabus as University. To meet regularly, discuss about further developments in the library and solve the issues and problems raised by the students and staff members.

Research Committe: To keep the research temper alive in the campus, research Scholars from various fields are invited to the college to motivate the students to take up research projects in their further studies. The faculty members of the college are also motivated to take up research projects initiated by the

UGC of other financial bodies. Faculty members on their own also keep on interacting with various research bodies and participate in various research projects. Some of the faculty members being a member of the professional bodies of India and abroad attend the conferences which in turn helps them in effective operationalization of curriculum.

Alumni Committee: We have constituted an alumni Association with a lecturer In-Charge.The association organizes meetings and has regular formal and informal interactions wherein any alumnus is free to give their suggestions.

6.3 Faculty Empowerment Strategies

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

Response:

Welfare schemes and service benefits for teaching and non - teaching staff of the college:

1. Teaching Staffs are eligible for availing Casual Leave of 12 days per year.
2. Duty leave facility for doing higher studies.
3. Admission quota & Fees reduction/ concession for faculty's ward, if admitted in college.
4. Free medical camps are conducted for teaching and non-teaching staff members by the college.
5. Maternity Leave scheme for female staff as per state university rules. Medical Leave scheme for continued illness / sickness.
6. All the staff members are covered under Provident Fund Scheme as per the act.
7. Computer and internet facility to each faculty is provided.
8. Health Center and Canteen in campus

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

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

Response: 12.63

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

2016-17	2015-16	2014-15	2013-14	2012-13
03	02	03	02	02

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programmes viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programme during the last five years

Response: 3.16

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
01	01	01	00	00

File Description	Document
Details of teachers attending professional development programs during the last five years	[View Document](#)

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The principal of the college always plays an active role in the performance appraisal of the teaching and non - teaching staff. He keeps a keen vigil on the working behavior of the members of the teaching as well as the non teaching faculty. The principal takes effective decisions and provides the appraisal details to the appropriate stakeholders by incorporating the decisions in the proceedings of the meetings of the different committees.

The Principal of the College gathers information about the various aspects of College functioning through a number of ways and encourages the participation of the staff in the process of decision- making in institutional functioning. The College has constituted different Committees teacher and members of the non-teaching staff which play an important role in the planning and implementation of activities in different spheres of institutional functioning. The personal interaction of the Principal with various stakeholders, the faculty, the non teaching staff, the students, the guardians play an important role in this. Apart of this, information available in student feedback forms and information available in self-appraisal forms of teachers help the authorities plan proper support for the policies. The participatory role of the management encourages and sustains the involvement of the college staff, which is necessary for the efficient and effective running of the College. The Principal is the Head of the Institution and he bears the ultimate responsibility for the smooth running of the College. The role of the Principal of the College is multi- dimensional. As the Head of the Institution, the Principal is responsible for both the academic and administrative functioning of the College. He is responsible for all correspondence with the Governing Body, Government of Uttar Pradesh, University Grants Commission, the Mahatma Gandhi Kashi Vidyapeeth, Varanasi and different stakeholders of the College. The Principal receives reports from the different Colleges Committees, which offer advice to him in matters defined in the terms of reference of their functions.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Internal and External audit mechanism exist financial matters of college regularly conducts internal and external financial audits and evaluate the adequacy of internal control systems and management of funds. To ensure the compliance of the laid down policies and procedures as documented in the Project Implementation Plan and Financial Management Manual of the project. **Internal Financial Audit-** Internal audits are conducted by the Accounts Section of the College and Chartered Accountant. In the finance committee meeting they discuss regarding Verification of Audited statements. Budget proposal for Income and expenditure of the current year Implementations/follow up for the suggestion given by the committee

members any variation of fee structure (examination fee) and remuneration for conducting exam will be placed before the committee for approval.

External Financial Audit- Books of Accounts are prepared as per statutory requirement and audited annually by External Qualified Chartered Accountants.

Methodology of audit- Vouchering of all bank and cash transactions, Ledger scrutiny, analysis of fixed assets register, cash book, advance register, checking of bank reconciliation statement, scrutiny of all documents relating to purchase of fixed assets.

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

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The financial resources of the college are managed in a very effective and foolproof manner. The following three types of accounts are created:

1. Receipts & Payment Accounts.
2. Income & Expenditure Accounts.
3. Balance Sheets.

Each and every transaction is supported by the vouchers. All the collections are deposited in the bank and all expenditure, recurring and non-recurring, are incurred through cheques. Only duly authorized persons

can operate through the bank. For effective check on the accounts the two tier system is followed; the internal and the external audit. Internal audit is done perpetually. The internal audit committee consists of principal, one lecturer, Office Superintendent and the internal auditor. The external audit is done by the Office of Accountant General For efficient use of the financial resources, the budget is prepared. There are three types of payments/expenditures:

1. Recurring.

2. Non recurring (Prov. Fund & Gratuity etc.)

3. Capital Expenditure.

The college's major sources of funding are as follows:

   1. Fee Collection
   2. Grants received from U.P. Govt. (Being a Grant in Aid College).
   3. Various grants received from UGC.
   4. Seminar Grants received from U.P. Higher Education etc.

The college receives 100% of the grants from the Government. For additional funding we a sent proposal and received grant from U.G.C.

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

Response:

The College has established the Internal Quality Assurance Cell with the following composition. **IQAC Committee:-**

Chairperson: Principal of the College

Administrative coordinator/ Members: Senior Faculty of college, Office Superintendent & one clerk.

Senior Faculty: three

Manager/ Nominee of Administrator: One

Social Worker/ Representative of Student: One

Member of Industrialist/ Employer: One

Convener of IQAC: One (Senior Most Faculty)

The policy of the college with regard to quality assurance is: Fixing quality parameters for various academic and administrative activities. Monitoring the organization of class work and related academic activities. Conducting Internal Quality Audits periodically to verify the effectiveness of measures taken in reaching the quality parameters. Documenting various programs/ academic activities leading to quality improvement and reviewing their effectiveness in quality improvement/ sustenance all the decisions of the IQAC were approved by management for implementation and maximum of them were actually implemented. The following suggestions of the external members of IQAC have been implemented. Students and alumni contribute to the effective functioning of the IQAC. The student members of Class Monitoring Committees offer their observations / views for enhancing teaching – learning process and conduct of various co-curricular / extracurricular activities in the college. Alumni are very active and productive in analyzing the requirements of external environment and attributes of the other colleagues and communicating the remedial measures to be

taken up at institution level. Alumni are sensitizing the students by sharing their views in several interactive sessions with students and staff etc, every year.

Staff contribution: The IQAC constituted different sub committees in which most of the staff members are involved in formulating and executing the decisions of IQAC. The decisions of IQAC are widely communicated to staff members through notices.

Academic System: IQAC is the main academic body to monitor and control all the academic related activities, including the preparation of academic calendar. IQAC is also responsible for faculty training in the usage of teaching tools in multimedia and the evaluation of student feedback, peer evaluation and effective counseling.

Administrative System: By forming various administrative related Committees with defined duties and responsibilities of various activities. The student representation in college committees will strengthen the administrative system. Internal and external audit system for college accounts along with the computerization of all office functions related to quality assurance procedures and standards.

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

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

Response:

The Institutional reviews and implementation of teaching learning reforms:

Best practice 1:

To focus classroom instruction on the accomplishments i.e. skills/competencies those students must demonstrate when they exit. To provide instruction in order to enable students to understand the interrelationships among the social and cultural bases of human behavior. To provide students with

sufficient opportunities to practice using the new knowledge and skills that they gain, so that, under the faculty's guidance, they can explore and experiment with their new learning, correct errors, and adjust thinking. The Context The outcome based education model prescribes a core curriculum and other basic requirements. It defines the basic parameters for the outcomes of the program and more on specific outcomes and objectives. It requires the measurement of outcomes, looking for evidence that these measurements have been used to foster a quality improvement process. It is student centric and focuses on the outcomes achieved by the students. Faculty, Students, Industry, Management, Alumni, Parents, Government, Special interest groups encourages continuous improvement in curriculum.

The Practice the college has introduced Outcome Based Education which focuses on measuring student performance based on the resources that are available to the students. OBE (Outcome Based Education) gives recognition to the students for the knowledge, skills and attitudes they have acquired. Each faculty take responsibility as a mentor, counselor, facilitator, guide, assessor, evaluator, learner, and finally as a teacher in OBE system. The college collects the feedback from the students on course structure, infrastructure, faculty, information resources, evaluation, and on the overall OBE system, to establish quality and continuously improve the program. At the beginning of the academic year all the faculty members will prepare the course files. Problems Encountered and Resources Required OBE is also called performance based education it emphasize in measuring out comes rather than inputs. OBE organize everything in a Educational system with a clear picture of curriculum, instruction and assessment to make sure the learning ultimately happens. OBE is an approach of planning, delivering and evaluating instruction that requires administrators, teachers and students to focus their attention and efforts on the desired results of education.

All students can learn and succeed, but not all in the same time or in the same way. Successful learning promotes even more successful learning. Faculty controls the conditions that determine whether or not students are successful at institutional learning. OBE oriented teachers think about the individual needs of each student and give opportunities for each student to achieve outcomes at a variety of levels. Though it is claimed the focus is not on inputs, yet OBE is criticized for being used to justify increased funding requirements, extra burden on faculty, students and educational institutions, additional preparation and increasing the amount of time spent by students, parents and faculty in supporting learning.

Best practice 2: High impact comprehensive learning solution to impart employability skills to upgrade student career prospects both for employment and higher education.

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

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 0.8

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
02	02	00	00	00

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	[View Document]
IQAC link	[View Document]

6.5.4 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
2. **Academic Administrative Audit (AAA) and initiation of follow up action**
3. **Participation in NIRF**
4. **ISO Certification**
5. **NBA or any other quality audit**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	[View Document]
Annual reports of institution	[View Document]

6.5.5 Incremental improvements made during the preceding five years *(in case of first cycle)* **Post accreditation quality initiatives** *(second and subsequent cycles)*

Response:

We strive to continuously improve and sustain quality in all the aspects of education. The Managing Committee, Principal, College Academic Committee, IQAC, teaching faculty, administration, the various

departments, students and other stake holders jointly contribute towards making the college an institution pursuing excellence. The following are the quality initiatives have been made by the institution-

Curricular Aspects Outcome based approach has been implementing at college. Careful study of the content of the curriculum and syllabi of all the UG/PG programmes offered by college, a set of POs, PSOs and COs have been diligently framed for each program.

For incremental improvement for the preceding five years, we are working for new course introduce in college campus as B. Com., B. Sc., Home science and Economics in UG/PG level.

Few salient points are: 1.The students shall register in the college for good education. 2. Professional Ethics and Human Values and Environmental Studies courses are introduced as Mandatory Courses as direction of university. 3. Programme Elective Courses 4. Internship 5. Mini Project 6. Communication and Presentation Skills development. Subject allotment is based on the competency matrix and experience of the teacher. Attainment of the COs, POs and PSOs are the recent additions. On-line feedback on each course will be implementing. From the A.Y. 2018-19 onwards, a systematic procedure will be evolve to review the overall performance of the departments annually. Development of Advanced Research will be initiated. The number of publications of journals with good Impact Factor will be increased. We are affording for ISO certification. Professional development/administrative training programs will organize by the Institution for teaching and non teaching staffs.

File Description	Document
Any additional information	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 3

7.1.1.1 Number of gender equity promotion programs organized by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
02	01	00	00	00

File Description	Document
List of gender equity promotion programs organized by the institution	[View Document](#)

7.1.2

1. **Institution shows gender sensitivity in providing facilities such as:**
   1. **Safety and Security**
   2. **Counselling**
   3. **Common Room**

Response:

Institution fully looks after the facilities for girls and women faculty members, and care about their social, physical and mental health at work place. College has constituted a cell as '**Anti Women–Harassment Cell' (AWHC)**. All the problems and cases regarding sexual abuse and gender disparity in institution, are handled by this cell. All the women faculty members and women non-teaching staffs are the convener and member of this cell. At the main gate of campus, there is always a guard who takes care about the incidents like misbehaves with girls students.

There are a number of girls students in institution who has been appointed as power angles as directed by U.P. Government. Institution displays their names and contact numbers in institution and on institutional website. In spite of it, **Women Helpline Number'1090'** is also displayed on institutional wall with the CUG mobile numbers of district administration office bearers. The contact numbers of convener and members of Anti Women-Harassment Cell (AWHC), are also on institution wall and website. Along with Anti Women- Harassment Cell (AWHC), college has constituted other bodies also, where girl students may register their complaint, as '**Anti Ragging Cell' (ARC)**, '**Student Grievance Redressal Cell' (SGRC)** and **Proctorial Board**. But, by the virtue of almighty god no case of sexual abuse has been reported yet in institution.

(b) College has appointed women counsellors for girls specific counselling. Besides it, there is another cell as '**Career Counselling and Placement Cell'(CCPC)** which provide career related counselling and organizes such type of programmes for the academic growth and career development of girls students.

(c) In spite of rather a small campus, college maintains separate block for girls, where the entry of boys/male students, is prohibited. In the referred block for girls there are the facilities of common room, toilet, washroom, water cooler, handpump, a small ground and newspapers and magazines.

7.1.3 Alternate Energy initiatives such as:

1. **Percentage of annual power requirement of the Institution met by the renewable energy sources**

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 00

7.1.3.2 Total annual power requirement (in KWH)

Response: 2555

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	<u>View Document</u>

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 100

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 800

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 800

File Description	Document
Details of lighting power requirements met through LED bulbs	<u>View Document</u>

7.1.5 Waste Management steps including:
• **Solid waste management**
• **Liquid waste management**

- **E-waste management**

Response:

Solid waste management - Since, Sakaldiha where the Institution is situated, is a Tahsil Headquarter and there is no municipal corporation, so the college has developed its own infrastructure for solid waste management.

Outside the main campus but on college ground, there is a pit in which waste is dumped and is covered. After some time it is converted in to a rich mannure, which is used in our college garden and we are having a blossoming garden. College campus is a polythene free zone. College has appointed sweepers. They are very punctual and dedicated to their works. They clean the room, veranda, college ground and outside too. They throw the aggregated garbage in the pit.

Liquid Management- There are five labs in our Institution: Geography, Physical Education, B.Ed, Psychology and Military Science in which generally liquids are not used.

We have well-planned and properly sanitized wash rooms and toilets as per civil engineering norms. Drainage system of washrooms and toilets are well planned and drains are covered. There are more than 10 bathrooms in the college.

E-Waste Management- E-waste includes electronic gadgets such as laptops, printers, mouse, keyboard projectors and batteries etc. which are used in our college. We separate all the E-waste in two parts: harmful and non-harmful. Non-harmful includes gadgets parts such as used up CDs, non-functioning mouse, keyboards etc. Such wastes are donated by us to the nearby government Primary and Junior School of Utter Pradesh Basic Education Council, where the teachers use it as model for teaching and learning Computer to students. Children practice typing on Keyboards. Harmful wastes are sent back to the service centers for recycling.

File Description	Document
Link for Additional Information	View Document

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

The water is must for human survival along with plants and animal. It is nectar for all in city, rural, forest and other areas. The falling water level is the biggest problem today, because it deals with future of all living beings. Our college is much concern with this ecological problem, therefore, left an acre of land for the purpose of rain harvesting, so that, the water level may be maintained. But, due to lack of financial funds, college is not able to give it more practical and modern shape via deepening its depth and fostering or culturing water species in it. Fish, turtles and other water animals and plants used to purify the available water in the pool.

We have no appropriate rain water harvesting system prescribed by government and civil engineering in institution. But the college utilizes rain water effectively and carefully. Whole of the rain water is collected in college outers ground and nearby formers use it for irrigation of their crop.

File Description	Document
Link for Additional Information	View Document

7.1.7 Green Practices
• **Students, staff using**
a) **Bicycles**
b) **Public Transport**
c) **Pedestrian friendly roads**
• **Plastic-free campus**
• **Paperless office**
• **Green landscaping with trees and plants**

Response:

1. In college, there is a tradition and culture of using bicycles by students and staffs. In May 2011 by issuing an order, college has banned the motorcycles and cars of students whose residence is below 08 Kms. for from college. Maximum non-teaching staffs reach college by using bicycles and teaching staff by using public/private transport and few by carpooling.
2. Institution maintains plastic tree campus. Polythene is prohibited not only in departments and offices but in labs and classrooms also.
3. We are trying to make our offices paperless and going in right direction slowly and slowly. But due to financial and infrastructural scarcity, we are unable to go fast as it is necessary. We are increasing numbers of computers in institution, preparing E-mail and mobile numbers data base of students and using college website for the circulation of information to students.
4. Green land escaping- The college has lush green campus comprising of variety of trees and plants. New plants and saplings are planted every year.
5. Green land escaping- Plantation is important activity undertaken by college. Every year we plant new trees in campus and with tree guards we are able to save some trees which add to the beauty of college campus. The college has lush green campus comprising of variety of trees and plants. College maintains a beautiful garden near girls' common room where flowers blossom and spread their fragrance in the campus.

File Description	Document
Link for Additional Information	View Document

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.46

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
1.10	0	0	0	0

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	[View Document](#)

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

  1. **Physical facilities**
  2. **Provision for lift**
  3. **Ramp / Rails**
  4. **Braille Software/facilities**
  5. **Rest Rooms**
  6. **Scribes for examination**
  7. **Special skill development for differently abled students**
  8. **Any other similar facility (Specify)**

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	[View Document](#)
link to photos and videos of facilities for Divyangjan	[View Document](#)

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 9

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
05	04	00	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	[View Document](#)

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 9

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
05	04	00	00	00

File Description	Document
Details of initiatives taken to engage with local community during the last five years	[View Document](#)

7.1.12
Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	[View Document](#)

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Provide URL of website that displays core values	[View Document](#)

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	[View Document](#)

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

File Description	Document
Provide link to Courses on Human Values and professional ethics on Institutional website	[View Document](#)

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	[View Document](#)

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 29

File Description	Document
List of activities conducted for promotion of universal values	[View Document](#)

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

Institution organises national festivals regularly like Independence Day, Republic day, birth and death anniversaries of the great Indian personalities: Swami Vivekanandji, Sant Ravidasji, Dr S Radhakrishnan, Mahatma Gandhiji, Pt. Deen Dayal Upadhyay Ji, Baba Sahab Dr. B R Ambedkarji, Sardar Patel etc., along with the founders of the institution. On 26 January:The Republic Day and 15 January: Independence Day, students take part in flag hoisting with great enthusiasm.

On 12 January every year,'Yuva Divas' is celebrated in the college auditorium. On this occasion, the life story of Swami Vivekanand is described before the students. Swami Vivekanand was a great saint of India with scientific temper. His life story is a great inspiration to young students for character building. Students are given opportunity to speak something on this great saint. Similarly on 14 April the birthday of Dr. B.R.Ambedkar is celebrated in our College and we remember his great contribution in constitution building. Students are also given opportunity to speak on this occasion. On 2nd October we Celebrate **Gandhi Jayanti**. We inspire student to speak on the teachings of Mahatma Gandhi. Students are made aware of the Gandhi philosophy by this programme.

Institution organises appropriate activities to increase consciousness in students and society about national identities and symbols, fundamental duties and rights of Indian citizens as National Voter's Week, Communal Harmony and National Integration Week, National legal literacy week and transport security week etc. and promotes universal values like national integration, communal harmony and fundamental duties of citizens by organizing seminars, lectures, speeches, essay-writing competitions, quiz contests etc. Institution organizes general awareness programmes like World Aids Day, Human Rights Day, Yoga Day, and World Environment Day etc.llege celebrates foundation day of institution every year on 16 October.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

Institution has constituted many committees and cells like Administrative and Development Committee, Finance Committee, Proctorial Board, Examination Committee, Cleanliness Committee, Divyang Welfare Committee, SC/ST/OBC Cell, Minority Cell, Student Grievance Redressal Cell, Anti Woman Harassment Cell, Anti Ragging Cell etc. for smooth administration. All these committees/cells implement the plannings of IQAC. In every year financial audits are conducted by district and provincial level auditors team. Finance Committee looks after all the expenses of institution. We follow the reservation rules in admissions and provide scholarship to admitted students according to the guidelines of U.P. Government.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

1. **Title : Teaching and Examination**
2. **Objective: Fair evaluation of teaching and learning.**
3. **The Context: It is the duty of college to implement the syllabus in Classroom teaching and follow the rules of university strictly in conducting examinations.**
4. **The practice: Sincere teaching is the hallmark of Sakaldiha P.G. College. We maintain the routine in accordance with the norms of university. Instead of giving lectures, notes in classrooms we motivate our students to take active part in teaching. We provide a congenial atmosphere in classroom to drag the students in some discussion. Here lies the success of a teacher. We lay emphasis on active teaching in which students ask their question freely and get the proper answer from teacher or his fellow students. For this purpose some topic is floated by the teacher for discussion in classroom. Here the teacher plays the role of a referee. The teacher gives his view point only at the end.Sakaldiha P.G. College has got reputation for conducting fair examinations. The mobile phones and other electronic gadgets are fully prohibited in College campus. Taking our good performance during examinations into consideration our university maintains our home centre and allots other nearly colleges to our centre for examinations.**
5. **Evidence of success –Our students score good marks in most of the subjects and some of them are university rank holders. We have conducted fair examinations. This certificate is issued by our affiliating university.**
6. **Problems Encounterd and resources required- Due to lack of resources, we make limited use of internet and ICT in teaching. Similarly we face the scarcity of teachers.**

PRACTICE-02

1. **Title: All – Round Development of Student's Personality**
2. **Objective of the Practice: To produce responsible and competent youth for society and Nation.**
3. **The context: Teachers bear the duty and responsibility of giving proper direction to our students.**
4. **The Practice: College organizes many extra–curricular activities which provide a good platform to students to show their talent and develop their personality. 'Yuva Divas' is celebrated in the college auditorium. Students are given opportunity to speak something on this great saint. On 25 January every year 'VOTERS AWARENESS DAY' is celebrated in college. Through this programme students understand the value of the voting right and take an oath to cast their votes in election. On The Republic Day, students take part in flag hoisting with great enthusiasm . In February Annual Games are organised in college. In Cultural Programme Tarang, different cultural activities like Lokgeet, Poetry Recitation, Drama on special theme, fancy dress competition etc. are organized. Similarly on 14 April the birthday of Dr. B.R.Ambedkar is celebrated in College. On 2nd October we Celebrate Gandhi Jayanti. We inspire students to speak on the teachings of Mahatma Gandhi and Ambedkar.**

5. **Evidence of Success- Extra-curricular activities are organized in the College to judge the performance of students.**
6. **Problems Encountered and Resources Required- Scarcity of fund to develop appropriate infrastructure.**

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

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Discipline and Good Teacher-Taught Relations through True Education

Emancipation and empowerment of rural Indian students, via quality education and holistic personality development and helping them to become a responsible and self-reliant citizen of the New India – is our mission. College dedication to achieve higher ends of society and nation via catering quality education to its students, reflects its vision because *True education gives us eternity, with its deep depth.* To achieve institutional vision and mission, institution nurtures and develops good inherent qualities of behavior of students and contributes in building a new India.

But all these depend on **discipline and good teacher-taught relations** and institution emphasize on **Discipline and Good Teacher-Taught Relations**. Student life is that period of time in which student is studying, whether at school or at University. Discipline in student life thus means keeping good control over their actions so that student can progress as much as possible in their studies. Students behavior in college is the evidence of their strong character. Till today, no case of unrest, sexual abuse and ragging has been reported in college. It reflects the tradition of disciplined culture in our institution. College Student Union works together with college administration for the development of students as well as campus.

A teacher is not only a teacher, but an educator, philosopher, friend, guide and guardian of students, and faculty members prove it by their devotion not only in teaching but in comprehensive personality development of students through their collective and personal counselling. Fair and cheating free university examinations and its results are the proof of this characteristic feature of our institution. It results in good teacher-student relations. Students know that teachers want success for their students.

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5. CONCLUSION

Additional Information :

There is no case of ragging as well as sexual harassment in the College. There is no complaint of this kind has been reported yet. Juniors respect their seniors and seniors help them in their studies.

Classes are conducted regularly and efficiently. Fair examinations have been the identification of institution and the institution is known for conducting fair exams, in eastern U.P. This leads students to concentrate on their studies and gives a very fruitful result.

Building character of the students is the soul of our teaching and we are justifying it. College always has the best University examination results in district Chandauli. The open secret behind it, is the regular and uninterrupted classes by devoted faculty members and principal also. In institution, biometric system for attendance is compulsory for principal, faculty members and supporting staffs.

The routine of the college is conducted in a very peaceful manner. Since last two decades no student unrest has taken place. The election of student union is conducted every year. The office bearers of the student union always co-operate with college administration for the development of the institution.

Concluding Remarks :

Sakaldiha P. G. College is the oldest college of the District Chandauli U.P. In spite of various limitations, it is trying its best to do in teaching and learning. With limited resources, in recent years college increases its infrastructure for teaching and learning and organizes a series of awareness and personality development programmes for the betterment of students. Our administrator, the Honourable D.M. of Chandauli is always there with new ideas and programmes. He is keen to promote the institution and take it to new height.

But to remain on the top among the colleges of district, it is needed to enhance its financial condition to upgrade infrastructure and other facilities. Present administration is keen and has eager to mobilize all the possibilities and potential of institution to increase infrastructure and level of teaching and learning. Our faculty members are always ready to help the curious students who come from backward and naxal prone area of Chandauli.