



# **SELF STUDY REPORT**

**FOR**

**2<sup>nd</sup> CYCLE OF ACCREDITATION**

**JUBILEE COLLEGE**

RIVER SIDE, BHURKUNDA , RAMGARH , JHARKHAND PIN - 829135

829135

[www.jucb.in](http://www.jucb.in)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**(Draft)**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

It was the pride moment for the residents of Ramgarh area particularly Barkakana, Sayal, Argada and all allied areas of coalfield and surrounding villages when CCL announced to open a college for higher education by the collaborative decision of worker of the coalfield to donate a part of salary for the opening of the collage. It was the time of Silver Jubilee Celebration Year and proposal executed. Foundation stone was laid down by the then Governor of Bihar in 1981. Coalfield ltd provided the proper place about 9 acres of land for the construction of the college with excellence. Construction completed in 1983 and C.C.L. authority formed a committee who advertised the recruitment of staff and selected through interview when only higher qualified person with excellent result and depth of the knowledge had been recruited. College started in September 1983 with all three faculties Arts, Science and Commerce. By that time Jubilee College was the only higher study Centre for Science. It was then affiliated to Ranchi University and now in Vinoba Bhave University Hazaribagh when Vinoba Bhave University came into existence in 2012. Jubilee name has been chosen from the “Silver Jubilee” as coalfield celebrating Silver Jubilee year in 1981. Since 1983 college is growing more and more with increasing number of students every academic year. College establishing bench mark in the field of higher education in the area and people talk about the success, dedication, sincerity, depth of knowledge and infrastructure including maintained laboratory and library. College is registered under the Society act 21 of 1860 Jubilee Samajik avm Saikshnik Vikas Sansthan Reg.no. 422/2005-2006. It is important to mention here that college is co-education admitting both boys and girls. Residents of the area are fearless in sending their girl child for higher study in the college with the lapse of the time college has been registered under 12 Band 2F of U.G.C. in 2012 and got ISO 9001-2015 certification. College has been accredited by NAAC in 2017 achieved 1.89 credit score with “C” grade.

### Vision

VISION :

- To achieve acedemic excellence
- To make the college most enviable institution of higher learning to produce graduate par excellence in humanism, morality , devotion , ethics and commitment.

### Mission

MISSION :

- To promote quality education for acedemic excellence.
- To prepare morally , emotionally , mentally balanced and socially committed community.
- To explore and nourish inherent creative qualities of students for their overall development.

- To introduce varied courses for offering best career choice to our students to meet future challenges.

Vision and mission thus explaining the words written in the logo of college.

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

#### **STRENGTH**

- Multi faculty college with undergraduate , career oriented skill enhanced courses.
- Highest enrolment in one session rather all session in the area of about 1343 students on 2022-2026 and like wise in previous years.
- Choice based credit system since 2015 and NEP 2020 from 2022 in practice.
- Self discipline in the campus.
- Qualified , Vibrant faculty members
- Vibrant Grievance redressal Cell , Anti Sexual harassment Cell , Cultural and extra curricular activity cell and all.
- Catering to the needs & socially disadvantaged and economically backward class and areas.
- Government scholarship for backward , ST-SC and minority classes arranged and streamlined.
- Sports activities, cultural activities conducted and encouraged.
- Women empowerment initiatives are taken.
- Well equipped laboratories and rich library as per need.
- Solar Panels fitted for power back up and regular use.
- Co-curricular activities are organised which disseminate awareness and impart training and skill to the students.

Green campus with large number of trees and storage for rain water which is used in the college.

### **Institutional Weakness**

#### **WEAKNESS**

- Limited role in curriculum designing.
- Limited provision for research activities.
- Lack of Auditorium , Gymnasium.
- Less number of Staff.

### **Institutional Opportunity**

#### **OPPORTUNITY**

- To start vocational , Job oriented Course.

- Improve soft skill and employability for students.
- Improving teaching ambience through remedial & tutorial classes.
- Providing coaching for qualifying test.
- Modernization of Class rooms.
- Students progression for higher education.

## **Institutional Challenge**

### **CHALLENGES**

- Improving the infrastructure.
- Use of ICT to fullest extent.
- Complete digitalization of library.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

The curricular aspects are the main component of any institute but being affiliated college does not exercise complete freedom in curriculum design and implementation. The college depends on university for legitimate academic process. However the institution has developed a structure and effective system of curriculum implementation by following academic calendar, designing lesson plans updating library and providing cool atmosphere to students. The students are given practical insight into the curriculum through a series interactive activity like class room teaching, group discussions, debates and lecture series from neighbouring college with whom MOU has been signed. As we have both CBCS and FYUGP programs running in the college so facilities keep themselves active to complete the courses in time, preparation of internal examination papers and evaluation. Meeting of teachers called before the commencement of new session and before the examination to review the syllabus to be taught, lesson wise in allotted time per chapter and preparation of question papers for internal exams. Examination papers are distributed among the course wise teachers for evaluation. Marks given are tabulated and displayed with transparency. Doubts regarding marks are solved immediately.

The college gives ample of freedom and flexibility in course selection to the students by adopting CBCS since 2015 and FYUGP from 2022. Students have been given option to stop first course and switch to second course. Beside main course, the college promotes activities which integrate cross cutting issues of gender and environment. University and college have introduced environmental science for all streams in both CBCS and FYUGP course as compulsory subject. Yoga, health wellness and constitution of India subject have been introduced as compulsory subject in FYUGP. Students get the knowledge about this course. The institution sensitizes people regarding gender issue by organizing awareness programs in the community. NSS unit organizes different extension programs in nearby areas and in the college students are counseled regarding human values and professional ethics.

In order to receive feedback from stack holders, parents & students to overcome the loop holes which are reviewed and discussed to solve it.

### **Teaching-learning and Evaluation**

The institution is known for its best teaching and cool environment which is maintained and growing day by day. The institution follows the reservation policy of the government in the admission and appointment as well. Student teachers ratio in the college is not appropriate as the college is partially self-financed and partially aided hence running the college with guest teachers beside full time teachers. The institution assesses the learning level of the students periodically by conducting regular oral or MCQ test and semester end internal examination. The number of which is aided with the final exam organized by the university. The students are made to know about their learning outcomes. The slow and advanced learners are categorized in order to get their individual needs. Special tutorial classes are arranged for slow learners whereas the advance learners are exposed to more advanced care in order to enhance their learning outcome. Teacher also encourages students by using ICT technologies to make the teaching learning process much friendly and effective. Sometimes lecture is made much interesting by the use of PPT, Virtual Demonstration and use of smart class.

Internal assessment is transparent and efficient same model questions are asked as in the final examinations. Evaluation process is quick and answer books are continuously checked without any partiality. Necessary feedback is collected from the students and grievance cell related to evaluation or examination.

The teachers of the college are well educated as resourceful. About 40% of the teachers are Ph.D. and attended seminars, workshop, conference time to time to increase their learning resource.

### **Research, Innovations and Extension**

The institution is under graduate with normal traditional course hence meager chance to go for research activities. The institution doesn't get any grant from government or non-government sources for research activities. Though faculty undertake research activity by publishing article/books/chapter in different journals. Moreover a part of the faculty development program of UGC/IGNOU, the faculty members participate in orientation/Refresh course, workshop and conferences. Recently PDP program by IGNOU has been conducted where faculties participated and secured A or A+ credits.

The institution strives to develop research aptitude among the students, in these regards creative learning is encouraged. The Students express their research aptitude by virtue of their participation in debates, Seminars and guest Lecture series and write up in the college magazine.

The institution adopts innovative practices in teaching learning and research methodology in compliance to IQAC periodic minutes. More scientific and study friendly teaching methodology are being practical for the effective delivery of knowledge. The creative abilities of the students are carefully judge and harassed. The activities are constantly being taken into account and reported to IQAC of the college.

As part of the social responsibility and in order to sensitize students, institution conducts several extension and exposure activities. These includes cleanliness drive attain the nearly communities, campus or adopted village, organizing blood donation camp in collaboration with red cross society/RIMS/LIONS or Rotary Club, Celebrating AIDS day, Earth day, Environment day, Jayanties, Organizing Garden Sensitizing programs. Time

to time skill development program course is introduced only undergraduate course hence no well renowned companies conduct placement drive through institute invites small companies who recruited several students.

### **Infrastructure and Learning Resources**

To fulfill the changing demand of modern academic era and to promote the effective teaching-learning process, college has always given emphasis on the creation and up gradation of infrastructures. To create new infrastructure, college utilizes the funds by collection of fees. The funds are expended to renovate the college buildings, class-rooms, laboratories, library, time to time, wherever required. The college is taking effective measures for modernizing the way of teaching. For that purpose, ICT enabled teaching-learning has been introduced in almost all the departments. Digitally equipped seminar rooms have been prepared in some of the departments with LCD projectors, laptops, and computers. Every department is provided with internet. The institution has a well maintained, user friendly and resilient infrastructure conducive to teaching, learning and comprehensive development of students. The Institution has two storage building consisting of 21 Rooms for Academics and administrative rooms. Teaching Block has well-appointed and spacious classrooms, tutorial rooms, department rooms, Geography Lab, Science lab (Physics, Chemistry, Botany, and Zoology). The Seminar hall equipped with projectors so that ICT can be used for strengthening academic discourse. There are computer labs available for the students. These labs have adequate computer Equipment, internet connectivity and projectors to support practical sessions. The campus is Wi-Fi enabled for the benefit of students and faculty. The College has very good Library , Wi-Fi enabled and has 50 seating capacity. CCTV Facilities available for safety and security of the college. The Administrative Block of the college consists of the Principal's Office, Examination Office, Teacher Common Room, All subject separate departments, the General Office, NSS office. The magnificent Seminar Hall(Gallery), which for Academic events like conferences, seminars, talks etc. and student activities, Hostel facilities available in this institution. For physical challenge students, RAMP and Wheel Chair facilities are also available.

### **Student Support and Progression**

Providing value-based education besides along with regular university syllabus to inculcate human values among the students and staff through programmes like prevention of sexual harassment, anti-ragging, and personality development. The representation of the NSS volunteer, cultural, sports activities, and rank holders from each class in various activities help in leadership development of the learners. The Teachers identifies student related issues and problems and helps the College administration through meetings and effective dialogues in resolving those. The Principal, Bursar and the Controller of Examinations provides the necessary help to organise, sports events, debate and elocution competitions which are held regularly. Scholarship and free-ship facility is available. about 60% students are benefitted from this scheme. Jubilee College, Bhurkunda has also in registered an Alumni Association. The Alumni Association account has been opened and about 30000/- contribution has been contributed till date. Alumni Association meetings are regularly organised. They provide the professional guidance to the students.

### **Governance, Leadership and Management**

The College has a clearly defined declaration of its Vision, Mission and Objectives. The functioning of the College is in consonance with the defined statements. The College focuses on socially and economically

deprived students and social values. The Principal and the staff closely monitor the developmental activities of the students. Teachers-parents, teacher-pupil meetings are held periodically and feedback is taken online and offline both. The participation of students in celebrations of the days is very well. The teachers and Principal inspires the students for various activities. The College belongs to the private management. The College follows a policy of decentralization and participatory management system. The IQAC has been constituted. IQAC plays proactive role in ensuring teaching-learning and administration of the College. Teaching and non-teaching staff are involved in implementation of the decisions for the benefit of the students. Eligible and competent staff is engaged by the management. The College has organized internal and external audit regularly. Accountant General's (AG) audit is conducted. The College has been granted permanent affiliation by the Department of Human Resource Development, State Government of Jharkhand. The Governing Body (GB) is the controlling and managing authority of the College. The College is grant-in-aid by the State Government and therefore EPF Scheme is made applicable to the staff. In addition to this the college management also provides medical facility and advance against the requirement to the employees. The service rules prescribed by the State Government are equally applicable to the staff.

### **Institutional Values and Best Practices**

The institution celebrates all National day in the college and the respective department in the college campus. The college celebrates every year of Swami Viveka Nand Jayanti and National Youth Day - 12 January with the help of NSS unit of the college. World Aids Day-01 December, Teachers Day – 05, September, Voters Day 25 January, Gandhi Jayanti - 02 October, International Women Day- 8th March , World Hindi Divas- 14 September etc. Jubilee College, It involved the unfurling of the National Flag, an event by NSS, and distribution of sweets among students and staff members on the occasion of Independence Day. The institution always keeps running for free of Poverty, Corruption, Terrorism, Communalism and Castism, Which is collaborated with National Service Scheme's "Cleanliness Drive" for a week under the Swachh Bharat Abhiyan. The college also organizes the events to commemorate the birth and death anniversaries of famous personalities like Mahatma Gandhi, Shaheed Bhagat Singh, Dr. Sarvepalli Radhakrishnan. The events include lecture by eminent speakers from diverse fields and conducting inter college competitions like Essay writing, Slogan writing, Poster Making, Cleanliness Drive, etc. The system of education in the classroom shows that the institution provides better education to the rural area students. The library provides the required facilities to the students. Having the CCTV surveillance is something which definitely deters any person from participating in any kind of mischief. Thus we do celebrate all national festivals and Birth and Death Anniversaries of many great Indian personalities:-

- Independence Day
- Republic Day
- Gandhi Jayanthi
- Teachers Day
- Youth Day

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	JUBILEE COLLEGE
Address	RIVER SIDE, BHURKUNDA , RAMGARH , JHARKHAND PIN - 829135
City	RAMGARH
State	Jharkhand
Pin	829135
Website	<a href="http://www.jucb.in">www.jucb.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Rajendra Krishna Das	06553-296801	9431923796	-	rkdas.jcb@gmail.com
IQAC / CIQA coordinator	Arun Kumar Singh Jha	06553-296436	9431357608	-	rev.lion.arunsj@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	



State	University name	Document
Jharkhand	Vinoba Bhave University	<a href="#">View Document</a>

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	13-02-2007	<a href="#">View Document</a>
12B of UGC	02-11-2010	<a href="#">View Document</a>

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

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	RIVER SIDE, BHURKUNDA , RAMGARH , JHARKHAND PIN - 829135	Rural	5.95	3438

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA,Hindi	36	INTERMEDIATE	English,Hindi	320	193
UG	BA,English	36	INTERMEDIATE	English,Hindi	160	114
UG	BA,Urdu	36	INTERMEDIATE	Urdu	80	38
UG	BA,Philosophy	36	INTERMEDIATE	English,Hindi	80	4
UG	BA,Economics	36	INTERMEDIATE	English,Hindi	160	30
UG	BA,Pol Sc	36	INTERMEDIATE	English,Hindi	320	83
UG	BA,Psychology	36	INTERMEDIATE	English,Hindi	240	8
UG	BA,History	36	INTERMEDIATE	English,Hindi	320	318
UG	BA,Home Sc	36	INTERMEDIATE	English,Hindi	80	6
UG	BA,Sociology	36	INTERMEDIATE	English,Hindi	320	55
UG	BA,Geography	36	INTERMEDIATE	English,Hindi	240	135
UG	BA,Sanskrit	36	INTERMEDIATE	Sanskrit	80	1
UG	BA,Bangla	36	INTERMEDIATE	English,Hindi	80	0
UG	BA,Anthropology	36	INTERMEDIATE	English,Hindi	80	0
UG	BA,Geology	36	INTERMEDIATE	English,Hindi	64	21
UG	BA,Music	36	INTERMEDIATE	English,Hindi	80	0

UG	BA,Lsw	36	INTERMED IATE	English,Hindi	80	0
UG	BA,Khortha	36	INTERMED IATE	Hindi	120	63
UG	BA,Kurmali	36	INTERMED IATE	Hindi	120	4
UG	BCom,Commerce	36	INTERMED IATE	English,Hindi	240	50
UG	BSc,Physics	36	INTERMED IATE	English,Hindi	64	4
UG	BSc,Chemistry	36	INTERMED IATE	English,Hindi	64	4
UG	BSc,Botany	36	INTERMED IATE	English,Hindi	64	1
UG	BSc,Zoology	36	INTERMED IATE	English,Hindi	64	21
UG	BSc,Maths	36	INTERMED IATE	English,Hindi	160	10
UG	BA,B A Gen	36	INTERMED IATE	English,Hindi	80	3
UG	BCom,B Com Gen	36	INTERMED IATE	English,Hindi	80	2
UG	BSc,B Sc Gen	36	INTERMED IATE	English,Hindi	40	1

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				53			
Recruited	0	0	0	0	0	0	0	0	26	1	0	27
Yet to Recruit	0				0				26			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				53			
Recruited	0	0	0	0	0	0	0	0	26	1	0	27
Yet to Recruit	0				0				26			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				20
Recruited	13	4	0	17
Yet to Recruit				3
Sanctioned by the Management/Society or Other Authorized Bodies				20
Recruited	13	4	0	17
Yet to Recruit				3

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				53
Recruited	26	1	0	27
Yet to Recruit				26
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

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	12	1	0	13
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	14	0	0	14
UG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

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

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	0	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	601	0	0	0	601
	Female	546	0	0	0	546
	Others	0	0	0	0	0

**Provide the Following Details of Students admitted to the College During the last four Academic Years**

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	85	35	67	66
	Female	51	55	108	85
	Others	0	0	0	0
ST	Male	141	64	129	101
	Female	147	110	213	177
	Others	0	0	0	0
OBC	Male	238	121	264	254
	Female	256	202	556	380
	Others	0	0	0	0
General	Male	137	70	86	92
	Female	92	80	176	123
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1147	737	1599	1278

**Institutional preparedness for NEP**

1. Multidisciplinary/interdisciplinary:	As the institution is a permanent Affiliated body of Vinoba Bhave University and the Affiliating University has implemented the NEP 2020 from the session 2022-26. The college has implemented the
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	<p>multidisciplinary/interdisciplinary course designed by the university. The first batch of Semester I of session 2022-26 (FYUGP) has also appeared in the end. Semester exam concerned on 20th January 2023. In the curriculum designed of the university. In semester I a student offer one MAJOR subject one IRC, along with the compulsory papers – Understanding India, Entrepreneurship, yoga health &amp; wellness and one MIL/TRL and the total credit is 22.</p>
2. Academic bank of credits (ABC):	<p>An Academic Credit Bank which is envisioned by the Government of India in the NEP-2020 has been implemented in the institution. The student individually created a digital infrastructure that will store the academic credit earned by the students. The institution has apprise the student about the process to create academic bank credit and after that the principal Organised a meeting with the students of 2022-26 Batch and apprise the students regarding in and he also suggest them to submit their account number to the college counter which is mandatory in multi entry &amp; exit system.</p>
3. Skill development:	<p>As the NEP-2020 has more thrust to skill the students for employability. The affiliating university has design the curriculum in which the vocation course in introductory as a compulsory paper in each semester the institution follows the vocational courses as per the designed the university to skill the students. Apart from this the institution is running a skill development courses, soft &amp; hard skill, through Learnnet India. We have an MOU with this company for two years and the students develop their skill for employability and self-employment.</p>
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	<p>Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>
5. Focus on Outcome based education (OBE):	<p>The institution follows the curriculum of the affiliating university by keeping in view the four basic principal of OBE. Our clear focus is to make the students able to do. Our faculty members help the students to develop their knowledge, skills and personalities. We encourage the students to archive high challenging standards of performance under arena what they learned. We provide the appropriate opportunities to all students to archive the goal. Apart</p>



	from this our faculty members always try to make the students a good citizen of the country.
6. Distance education/online education:	The institution does not have its own distance education but we have an MOU with “Maulana Azad Urdu University” through which the distance education for post Graduate Department are running through this university the PG courses of Urdu, History, English, ..... are running on distance education mode. During the covid-19 period the institution organised the online courses of CBCS course in which a large number of students attend their classes.

## Extended Profile

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### 1 Students

#### 1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1147	737	1599	1278	1459

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 2 Teachers

#### 2.1

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

Response: 27

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

#### 2.2

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

2021-22	2020-21	2019-20	2018-19	2017-18
27	24	24	24	24

### 3 Institution

#### 3.1

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

2021-22	2020-21	2019-20	2018-19	2017-18
50.49	36.17	103.35	135.49	113.99



## 4. Quality Indicator Framework(QIF)

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### Criterion 1 - Curricular Aspects

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#### 1.1 Curricular Planning and Implementation

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

###### Response:

Our college is affiliated to Vinoba Bhave University, Hazaribag so we follow the curriculum designed by it. At the beginning of academic session the college prepares the academic calendar which consists of curricular, co-curricular and extracurricular activities for effective implementation and delivery of curriculum. We undertake following measures for effective delivery of the university curriculum at college level

- There is a department wise timetable which prepared by the Head of the Department as per workload for the academic session.
- A comprehensive teaching plan is prepared by every department and teacher which includes the delivery of lectures, PPTs and practical papers.
- The Principal addresses the newly admitted students in “Induction Program” every new admitted students. This program orients the students about: Environment of the institution, facilities and welfare schemes available, code of conduct and discipline, add-on/ value added courses and extra-curricular activities.
- The faculty members take few lectures on the introduction of the curriculum.
- Internal Tests are conducted periodically and its results is displayed and discussed with the students in the class room.
- Periodical meetings of Head of the Departments are held with the Principal to take review and discuss the curriculum delivery.
- Departmental seminars for the enhancing knowledge and development of the students are also conducted.
- Assignments, seminars and project are given to the students under the supervision of the respective faculties members
- Special Lectures and Guest lectures by the eminent faculty members from other institutions are arranged to give exposure of the current trends and the latest subject knowledge.
- ICT is used for effective teaching by the teachers of various departments.
- The departments organize Study excursions, field project, village survey and industrial visits for students’ exposure to practical knowledge.

- Special and remedial classes is arrange to slow learners.
- Students-Teacher (Mentor-Mentee) is implemented for identifying problems of the students regarding academic, social and financial issues.

## 1.2 Academic Flexibility

### 1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

**Response:** 05

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>

### 1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

**Response:** 0.08

#### 1.2.2.1 Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
5	0	0	0	0

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>

## 1.3 Curriculum Enrichment

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

**Response:**

#### Co-curricular and Extracurricular Activities

Institute integrates crosscutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curriculum. Actually, the university decides the syllabus and college has to follow it. But in this limitations college do its best for above said issues. Some of the steps taken are below:

- **Gender:**

Numbers of programs are conducted for women and girl students such as organization of folk dance competition, Health check-up camps. The committee for Woman Anti Sexual harassment and internal complaint committee organizes programs on Woman Empowerment, Women's Day, The N.S.S. unit of our college has been very proactive in conducting different extension activities not only in college premises but also in adopted village near by the college. Major gender issues are focused and addressed through the activities like **save girl child campaign**, Essay and poster exhibitions, wall paper presentations, etc.

- 2. Environment and Sustainability

N.S.S. promotes environmental protection through tree plantation and other sustainable development programs. Every year, N.S.S. unit undertakes a host of activities in the nearby villages during the special camps. In these camps, N.S.S. organizes various environment related programs including tree plantation, village cleanliness, cleaning of roads and campus of the college, digging of soak peats, plastic free drive, Poster Competition, Debate Competition, etc. Various activities like quiz and poster competitions, invited talks are organized to create awareness about nature, biodiversity, environment and sustainability. Different activities have been initiated by the college to save environment such as Cleanliness Campaigns at Temple places, Bus and Public spaces etc. The cleanliness program is organized to Celebration of various days like World Environment Day, N.S.S. Day, etc. The college has taken initiative in Swachh Bharat Abhiyan and Tree plantation programs which are introduced by the Indian Government.

- **Human Values and Professional Ethics**

To create scientific approach and social awareness among the students, lectures and quiz, essay, etc. are organised by NSS along with college. The college takes efforts for integration of ethical and human values through extra-curricular activities also. Programs conducted under N. S. S., SVEEP, and Political science department help to inculcate human values among students. Lecture Series on value education have been organized for students. National festivals like Independence Day and Republic Day serve as a platform to enliven patriotic and moral values. Different social activities have been initiated by the college like Health and Hygiene awareness programs, Medical check-up camps, AIDS awareness programs, Voter's awareness program, Road safety Campaign, Blood donation camps, etc.

- **Gender Sensitivity:**

Gender related courses are an integral component of various programmes. Students are sensitized and encouraged to work towards gender equity from a cross-cultural perspective. Free counselling services are provided through a Career and Counselling Cell. Gender sensitization camps are organized in slums and rural areas of **Ramgarh** district that include, women's rights, human rights, child rights, gender justice and gender equality. Compulsory core courses along with the wide range of community outreach programmes that include health and hygiene camps, hole-in-the-wall and village adoption, enable exposure to real life situations.

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

**Response:** 4.36

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

Response: 50

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)**

**Response:** Yes

File Description	Document
Upload supporting document	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Enrolment percentage

**Response:** 33.26

##### 2.1.1.1 Number of students admitted year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1147	737	1599	1278	1459

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

2021-22	2020-21	2019-20	2018-19	2017-18
3804	3804	3804	3644	3644

#### File Description

#### Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

#### 2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)

**Response:** 100

##### 2.1.2.1 Number of actual students admitted from the reserved categories year - wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
918	587	1337	1063	1210

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



2021-22	2020-21	2019-20	2018-19	2017-18
918	587	1337	1063	1210

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 2.2 Student Teacher Ratio

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

**Response:** 42.48

## 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 using ICT tools

**Response:**

Jubilee College believes in the adoption of students centric methods to enhance student involvement as a part of participative learning and problem solving methodology. Role Plays, Team works, Debates, Seminar Quizzes and case studies Specifically Students centric Teaching Methods are reflected in project work, village survey Field Visit, & Special Lecture and guest lectures. Specifically the student's centric methodology include

Jubilee college Bhurkunda encourage student through various methods like group discussion, quiz, debate, poster presentation etc. these activities are regularly conducted the college as enrichment programme. Students are encouraged for active participation in discussion, seminars and extra co-curricular inside & outside the college. Different student support system are available in the college like library, computer, readings rooms, and smart class room. Students are also trained for basic life skills, first aid, self-defence & cleanliness. Besides teaching they are encourage for extracurricular activities as sports, games, music, drama, painting etc. and tournament or competition arranged at inter class, inter college level. Sports, games, music, drama competition ability helps students in choosing their carrier. Student good in education may not be good in sports or other fields or may be same and vice versa. It helps students in overall development. Various committees have been created like sports committee culture committee, carrier counselling committee, placement committee to guide students for choosing their carrier.

Teaching-learning methods adopted by the faculty members include Lecture Method,

Interactive Method, Project-based Learning especially in Geography subject, Computer-assisted Learning, Experiential Learning, etc. The Teaching-learning activities are made effective through illustration and special lectures. Lessons are taught through Smart Board, projector and PowerPoint presentations to make learning interesting. The faculty members make learning interactive with students by motivating student participation in group discussion, role-play, subject quiz, news analysis, discussion, and questions and answers on current affairs

Institution provide an effective platform for students to develop the latest skills, knowledge, attitude, values to shape their behaviour in the correct manner. The department conducts innovative programs which stimulate the creative ability of students and provide them a platform to nurture their problem-solving skills and ensure participative learning. The department Implements student-centric methods of enhancing the lifelong learning skills of students.

Faculty members make efforts in making the learning activity more interactive by adopting student-centric methods. 1. Experiential Learning: Department conducts add-on programs to support students in their experiential learning. The department communicates the following experiential learning practices to improve creativity and cognitive levels of the students – • Laboratory Sessions are conducted with content beyond syllabus experiments. • Seminar Presentation – Students develop technical skills while presenting papers in seminars. 3. Problem-solving methods: Department encourages students to acquire and develop problem solving skills. For this, the department organizes expert lectures on different topics. In addition to the traditional teaching-learning methods, the institute is providing innovative student-centric methods such as Workshops, Seminars, Video, Demonstration, Activity-based learning, Guest lecture, GD/ debate, Peer learning groups, Project-based learning.

## 2.4 Teacher Profile and Quality

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

**Response:** 46.42

#### 2.4.1.1 Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:

2021-22	2020-21	2019-20	2018-19	2017-18
53	53	53	53	53

#### File Description

#### Document

Upload supporting document

[View Document](#)

### 2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

**Response:** 48.78**2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
12	12	12	12	12

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

**2.5 Evaluation Process and Reforms****2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient****Response:**

Examination are conducted as per schedule mentioned in the calendar there are two examination for each semester of which one theory and one practical for core and generic courses or only theory for none. Practical subjects conducted internally providing some pattern of questions as asked in final examination. College conduct examination for 20 marks for core subject and 15 marks for generic subject dividing marks in different header like written exam (theory and practical), attendance, overall behaviour etc. Question as per curriculum of affiliating university are uploaded in the WhatsApp group, and website from here students and university can browse and review its standard.

The college has a mechanism to deal with the internal examination related grievances. First of all, college tries that there should not be any grievance regarding internal examination. If so, the college tries using mechanism. There are two type of Examinations in the college viz., internal examination organized by the college and external examination (or, university examination) organized by the university. There are 6 internal examinations, and 6 are terminal exams, the internal examinations are based on project/presentation and written test, while the external examination is the semester examination. All the discrepancies regarding examination, faced by the college, is immediately brought to the notice of the Controller of Examinations of the college as well as university of VBU, Hazaribag; and corrections, if any, are done only after getting instructions from the University. It is very transparent and time-bound. Sometimes, it so happens that in the university examinations, the students get questions which are out of syllabus. As soon as the students point out, the Centre Superintendent immediately apprises the Controller of Examinations of University over phone. The problem can be solved only on the advice of the Controller of Examinations. In brief, the grievance are resolved in the following manner:

(a) Before Examination: Common grievances of students before the examination are late application form filing, non-receipt of admit card of examinations or wrong entries in the same. In either case, grievances

are communicated to University Examination Section and resolved at the earliest. College Exam Cell helps the student for filing the application form.

(b) During Examination: (i) Internal Examination: During internal Examinations, if any student finds discrepancy in question, e.g. given answer options are not correct, data given in question is insufficient or options are repeated, out-of syllabus questions students may report it as invalid question. Committee at University takes cognizance and resolves the grievance. (ii) Theory Examination: College Instant reports to University Examination Section, if there are any grievances regarding question papers of any subject. Grievances regarding question paper include questions asked out of syllabus, typing errors, etc.

(c) After Result Declaration After result declaration by university, if any student has objection with result, he/she comes to College Exam Controller for the same. College Exam Controller addresses their issues. If students are not satisfied about their marks, he/she may apply for online revaluation/scrutiny form.

## 2.6 Student Performance and Learning Outcomes

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

### Response:

The college has clearly stated learning outcomes of the Programs and Courses. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

- Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students
- Workshops have also been conducted for developing the Programme Educational Objectives and Learning outcomes at college level

The institution is running Under Graduate (B.A, B.sc, B. com) in 2021-22 1147 students got admitted in Bsc, B.com & B.A (UG Courses). 2021-22 667 students were successfully passed out. There are 28 subjects in the college viz. **Arts, Science and Commerce all subject.**

### Department of English Programme Outcomes

? Developing intellectual, personal and professional abilities through effective communicative skills; ensuring high standard of behavioural attitude through literary subjects and shaping the students socially responsible citizens.

? On successful completion of the programme, the students are introduced to communicative skills, to define, classify and understand the methods of communication, to improve their LSRW skills, to enable them to practice those skills in their daily life. Programme Specific Outcomes

? The students will be familiar with the textual genres including fiction, non-fiction, poetry, autobiography, biography, journal, plays, editorials etc.

### **Course Outcomes**

? On successful completion of the programme, the students are introduced to communicative skills, to define, classify and understand the methods of communication, to improve their LSRW skills, to enable them to practice those skills in their daily life.

? To gain knowledge on fundamental principles of English grammar including parts of speech, sentence types (simple/compound/complex sentences), subject-verb agreement, pronoun usage, punctuation etc.

? To learn the literary, societal, cultural and historical background of the greatest English writings penned by Indian Authors.

? To familiarize students with the literary texts of ancient and modern literature written by great writers of English.

### **Department of Commerce Programme Outcome**

· This programme provide well trained professionals for Industries, Insurance Companies, Transport Agencies, Banking sectors, Financial companies, Warehousing etc. to meet the well trained manpower requirements.

· The graduates will get hands on experience in various aspects acquiring skills for Marketing Manager, Selling Manager, over all Administration abilities of the company.

· It provides students with the knowledge and technical skills in the accounting and financial fields.

### **Course Outcomes**

· The student should have a thorough knowledge on the accounting practice prevailing in partnership forms and other allied aspects.

· On the successful completion of this subject the students acquires the knowledge about the various types of business organizations and office management.

· To enable the students to learn principles and concepts of Accountancy.

· The students should be well versed in the fundamental concepts of auditing, entrepreneur, knowledge in the finance institution, project report incentives and subsidies.

**Programme Outcomes (POs) and Course Outcomes (COs) are displayed on the website i.e [www.jucb.in](http://www.jucb.in) due to above 500 word here not be enterd we can find in institutional website.**

**2.6.2 Pass percentage of Students during last five years****Response:** 75.87**2.6.2.1 Number of final year students who passed the university examination year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
667	617	655	831	748

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

2021-22	2020-21	2019-20	2018-19	2017-18
1045	885	963	884	860

**File Description****Document**

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)**2.7 Student Satisfaction Survey****2.7.1 Online student satisfaction survey regarding teaching learning process****Response:****File Description****Document**

Upload database of all students on roll

[View Document](#)

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

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

**Response:** 300

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

2021-22	2020-21	2019-20	2018-19	2017-18
60.00	60.00	60.00	60.00	60.00

**File Description**

**Document**

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

### 3.2 Innovation Ecosystem

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

**Response:**

The Institution has created an ecosystem for innovations. Followings program of the college which is creation and transfer of knowledge for students. Human Resource Development: At the entry level, the college organised induction meeting for all new students. The college principal and all faculties member give their own introduction for all students and also give general instruction about the institution. The annual performance appraisal system encourages faculty to enhance their teaching, research and administrative skills, as well as social services to the desired level of promotion. Faculty members are encouraged to undergo professional development programmes and organize and participate in Conferences, Seminars and Workshops. Leave is granted and financial support is provided to participate in India and abroad. Teaching and non-teaching staff are encouraged to enhance their qualifications and pursue part-time PhD programs.

The institution has conduct National seminar also organizes college and department level seminar and lectures series for the students. The college also Functions Guidance and counselling cell, This cell invites eminent personalities time to time from other fields of employment, e.g., Faculty members are encouraged to undergo professional development programmes, to organize and participate in Conferences, Seminars and Workshops. Some other initiatives include: a. Science Club the College has NSS unit and so many activities are performed by NSS. Including the Impotent dates are celebrating, like, Vivekananda Jayanti,

Dr. Bhim Rao Ambedkar Jayanti, APJ Abdul Kalam Jayanti, Gandhi Jayanti, etc. They organised exhibition of Models making and Poster preparation. NSS and College arrange awareness program for saving environment among students, such activities in social area are enhanced under the banner of NSS, Voluntarily by students. Some of the classes are needed to prepare and submit their project work. Innovative ideas are promoted among the students through Rangoli, WhatsApp based groups, and ideas of students on a specified Day decided by the Principal. Department of Geography and Sociology gives Project work/Field work/Surveying are necessary for all concerning students, according to the university syllabus.

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

**Response:** 15

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

2021-22	2020-21	2019-20	2018-19	2017-18
14	0	0	0	1

<b>File Description</b>	<b>Document</b>
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## **3.3 Research Publications and Awards**

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

**Response:** 0.26

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

2021-22	2020-21	2019-20	2018-19	2017-18
7	0	0	0	0



File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>

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

**Response:** 0.19

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

2021-22	2020-21	2019-20	2018-19	2017-18
3	1	1	0	0

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 3.4 Extension Activities

### 3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

**Response:**

National Service Scheme (NSS) was launched in the college since 2003 and nationally launched 1969, the birth centenary year of Mahatma Gandhi, Prof. Kiran Kumari was the first programme officer in our university. The college has two NSS unit, and their programme officer is Prof. B Ravidas and Prof. Arjun Kr. Mishra. About 3000 students have joined in the NSS and participated in different programmes in the college. NSS is an extension dimension to the higher education system to orient the student youth to community service while they are studying in educational institutions. It is being implemented by the Ministry of Youth Affairs and Sports, Government of India.

Aims and objectives of NSS

To understand the community in which they work;

To understand themselves in relation to their community;

To identify the needs and problems of the community and involve them in problem solving process.

To develop among themselves a sense of social and civic responsibility;

To utilise their knowledge in finding practical solution to individual and community problems;

To develop competence required for group-living and sharing of responsibilities:

The college organizes and participates in various extension activities with a dual objective of not only sensitizing students about various social issues but also contributes to community and strengthen community participation. The NSS unit of the college adopted a village named is **Mandatand, Chikor**, the objective of the adopted village for the awareness of cleanness and education. The college organizes and participates in various extension activities with a dual objective of not only sensitizing students about various social issues but also contributes to community and strengthen community participation. Organizing such events creates awareness about the society and student feels their social responsibility. NSS unit organizes AIDS awareness, health check-up with the collaboration of Bhurkunda, Ramgarh. The institute organizes awareness programs in campus, such as environmental awareness, cleanliness, Tree plantation, AIDS, dengue etc. NSS unit has organized rangoli, essay and quiz programs on topics like gender issues, Beti Bachao abhiyan, women's security etc. on different occasions. There are two NSS unit in the college who regularly conduct programmes and activities in adopted village and weaker section of the society. These programmes conduct the teaching learning with the society. This helps in transformation of outlook of students and included leadership qualities in youth. They may be transform into good human with moral and humanity which helps in becoming good citizen and better administrator besides they transforms society. This is the year of pandemic and lockdown hence no activities could be conducted as planned but our NSS units continually making contact with each other on online mode. NSS coordinator along with volunteers participate activities with tight precautions in helping covid affected families by supplying food and medicines.

The College also participated in Unnat Bharat Abhiyan in this programme the college has adopted five village i.e Langa, Rasda, Kurse, Suddi, Sanki for survey for social awareness and Education and one Nodal officer also deputed for the programme.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

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

#### Response:

The college has received various awards through NSS and extension activities. They are made aware of various social issues to get motivated and inspired to work for the society. The institution has received award from district administrative to Blood Donation Camps, Road Safety & Traffic Rules, Cleanliness Awareness, Health Check-up Camps. The College has also received recognition for conducting outreach programmes on various social awareness issues. Our College teacher Prof. Arun Kumar Singh Jha Department of Botany received some National Award such as **Shikshak Ratna Samman, Vishwa Shanti Manav Seva samman-2022, Excellence in Research Award**. At the university/college level the programme officer of NSS is received so many different award. And we are doing best for new achievement and awards.

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

**Response:** 72

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

2021-22	2020-21	2019-20	2018-19	2017-18
24	6	12	7	23

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 3.5 Collaboration

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

**Response:** 5

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

#### 4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

##### Response:

The institution has adequate infrastructure and physical facilities for teaching learning such as classroom, laboratory, library, computer lab college always keeping in view the mission and vision of the college regarding dedicated excellence teaching learning atmosphere in the campus, put rather on the at home atmosphere by providing stress-free calm, clean class rooms and student may not complain about class drop due to lack of space. The college has **two building one is 7 acres consisting of 12 classrooms and another is 2 acres consisting of 8 classroom and administrative offices total 09 acre land** under its ownership the campus is spread over this pics of land with.

Following infrastructure facilities.

1. Boundary wall around the campus.
2. Class Room 21 (with Furniture)
3. Smart Class Room-01
4. Laboratory -07
5. Library cum reading room
7. ICT Lab with internet connection consisting with 21 computers
8. Staff Romm-02
9. Girls Common- with furniture-02
10. Boys Common Room- with furniture-01
11. Drinking Water Facility RO- 04
12. Water Supply System with Deep Boring and over a tank.
13. Generator of 40 and 5 KVA. For power back up.
14. Electric Supply in the campus.
15. Toilet separately for Boys. Girls
16. Ramp Facility for physically challenged persons.

17. Garden-01
18. Garden of Medicinal Plants-01
19. Wi-fi Campus with BSNL and Airtel Connectivity
21. College Canteen-01
22. Separate Administrative Office.
23. I.Q.AC Office.
24. Examination office.
25. Separate NSS office
26. Separate office of the society under with college has been setup.
27. Solar Energy Plant-1500 watt.
28. Inverter for Power Backup-03

The college has adequate infrastructure and physical facility for Teaching learning process. The college has addiquate facilities for cultural sports, and social service activities to catter the needs of the students

1. Combind Play Ground for kho-kho
2. Bad Minton court-01
3. Volley ball court-01
4. Play ground for kabaddi
5. Auditorium (Gallery) for cultural and other activities-02
6. Separate office for sports-01
7. Sports and Athletics equipment.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

**4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)****Response:** 10.76**4.1.2.1 Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
4.88893	2.76479	3.99391	3.15345	32.4769

**File Description****Document**

Institutional data in the prescribed format

[View Document](#)**4.2 Library as a Learning Resource****4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library****Response:**

The Library plays a central role in enhancing the quality of academic and research environment in Education institutions. The Institute library is a place in the Institute where 7500 collections of academic books, journals, magazines, survey project, rare books, other knowledgeable books and newspapers are kept. These books are made available to the students to increase their knowledge and understanding on various subjects. The college library is an important hub of student life. There, student can check out books, conduct their research, find a quiet place to study, and maybe even flip through magazine. The students can extend their search with use of internet, e-books, e-journals etc. The Institute library exhibits positive impact on the academic achievement of the student. Students can perform better during examination and placement as students are explored to the knowledge through various means.

College Library is centrally located and well laid out and maintains the right atmosphere for learning. Library have provision for both individual and group studies. Adequate space is provided for browsing and relaxed reading. The library has 7500 books and also it subscribes 100 journals of national and international reputed, along with magazines and newspapers for general reading. The library also houses rich reference Collection viz., Encyclopaedia (Arts, Commerce, and Science) Specific Subject Encyclopaedias, Year Books, Atlases and other reference material. Library holdings also include dissertations, of Geography and Sociology and project reports on various subjects. Besides these, the Library is also equipped with the latest e-journals by the inflienet accessible through campus-wide Wi-Fi facilities. The library also provides access to Internet as well as CD/DVD based electronic resources. Initiatives taken by the college are the following:

1. Free WI-FI, internet access, download and printout facility have been provided.

2. Organization of Book Exhibitions/Display of new books.
3. Proper system of feedback from users to improve library services.
4. System of recommendation for purchase of books through Departments.
5. Facilities of e-library through inflibnet.

The College Library cum reading room has adequate space with Wi-Fi enabled and has a seating capacity of 50 users. An e-resource Centre has been established on the other room of the Library for students to access information for their academic pursuits through internet and e-resources. Additionally, computers have been installed for the faculty members and students.

#### **e-Resources:**

The library is a member of N-list consortia of information library network (INFLIBNET) under this consortia library provides more than 3500000+ e-books and 7000+ e-journals to students and faculty member. Internet and reprography facility with computer system. CD's, DVD, CD-ROM databases, printer, available in the library.

#### **Library Automation:**

All the active book collection is update in the modified library software database and the online public access catalogue (OPAC) is available for students and faculty members. The issue and return of book have been activated in the library software.

### **4.3 IT Infrastructure**

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

##### **Response:**

Jubilee College, Bhurkunda is keen on the quality of teaching, learning and research, and ensures it through adequate infrastructure and physical facilities. The institution has 30 computers with 02 laptop, 6 Colour and Black and white Printer, 03 Xerox Machine. To enable this, the institution frequently updates its IT facilities to provide its students with the best of facilities. Some classrooms have been equipped with Smart Board and LCD projectors and most of them are supported by audio visual systems. The entire campus is monitored by CCTV facility. The CCTV installed at strategic places help monitor the campus activities. Wi-Fi is available at whole college and various labs and staff rooms. Students are given accessibility to this facility. The marks attained by each student after every examination is updated on the automated system. Every office connected through computer system with internet facilities. Some offices have computer with Printer Facilities: - IQAC office, Examination office, Principal Office NSS Office, Accountant and Bursar Office, Section Office.

**In addition to following facilities are available.**

- Well-furnished 15 classrooms.
- 04 ICT enabled classrooms.
- 07 ICT enabled laboratories.
- Spacious seating arrangements with the qualitative furniture.
- Cleanliness, light and ventilation facilities are maintained in the classroom and laboratories.
- Black Boards, White Boards and Green Boards are available in the classrooms.
- A well-furnished computerized administrative office along with ICT enable cabin of the Principal.
- Well ventilated Auditorium and Gallery and Seminar Hall with ICT facilities.
- Two six LCD projectors
- One Smart Board (Interactive Board)
- Office rooms for Officials
- Well-equipped 07 Laboratories i.e. Physics, Chemistry, Biology, Botany, Geography, Home Science, and psychology labs internet facilities and Computer facilities are available.

**4.3.2 Student – Computer ratio (Data for the latest completed academic year)****Response:** 57.35**4.3.2.1 Number of computers available for students usage during the latest completed academic year:****Response:** 20**4.4 Maintenance of Campus Infrastructure****4.4.1 Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)****Response:** 10.76**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**



2021-22	2020-21	2019-20	2018-19	2017-18
4.88893	2.76479	3.99391	3.15345	32.4769

<b>File Description</b>	<b>Document</b>
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

**Response:** 38.15

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

2021-22	2020-21	2019-20	2018-19	2017-18
624	448	352	428	521

#### File Description

#### Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

#### 5.1.2 Capacity building and skills enhancement initiatives taken by the institution include the following

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

**Response:** C. 2 of the above

#### File Description

#### Document

Institutional data in the prescribed format

[View Document](#)

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

**Response:** 0

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

2021-22	2020-21	2019-20	2018-19	2017-18
00	0	0	0	0

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>

#### 5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

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

Response: A. All of the above

## 5.2 Student Progression

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

Response: 1.95

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

2021-22	2020-21	2019-20	2018-19	2017-18
8	9	6	3	11

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

2021-22	2020-21	2019-20	2018-19	2017-18
185	288	349	494	582

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

#### 5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

**Response:** 100

**5.2.2.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
06	0	0	0	05

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

2021-22	2020-21	2019-20	2018-19	2017-18
6	0	0	0	5

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

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

**Response:** 6

**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**

2021-22	2020-21	2019-20	2018-19	2017-18
2	0	0	2	2

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

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

**Response:** 1.4

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

2021-22	2020-21	2019-20	2018-19	2017-18
01	0	0	04	02

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 5.4 Alumni Engagement

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

**Response:**

The institution has registered the Alumni Association vide Registration number 2022/RAM/2350/BK4/41 dated 08-12-2022 . The institution always tried to connect itself with their out going members . The institution has an Account in a Public Sector Bank Bank of India bearing Account No. 480410110015389 operated jointly by the President & Treasurer of the Jubilee College Alumni Charitable Trust. The Alumni deposit cash amount at the Fee counter or through Digital mode .

Our aim and objective are not to accumulate the donation from the Alumni but to their participation in the development and progress of the college. Every year Alumni Association organise the Alumni Meet in which our out going students from the different corner of state / country participate the Alumni Meet. They suggest the authority for the development of the institution such as 1. To strengthen the discipline in the Campus

2. To create Social Media Page for the Alumni 3. To increase the ICT Tools in the college 4. College should have Play ground & etc. The authority seriously consider their suggestion and try to act accordingly.

The college has Alumni Association. The objective of the association that, it is moving ahead, with selfless intentions for the growth and development of the institute and the students. The association provides a platform for interaction between present students and Alumni, teachers and administration of the college. It has contributed significantly through financial and non-financial means to improve the facilities and infrastructure of the college with the help of the active participation of the alumni. The Alumni Association has opened association account and different members of the association has contributed about 25000/-. In collaboration with present students and teachers members the association arranged various social welfare and awareness activities organized by the institute such as Swachata Abhiyan, Tree plantation, Blood Donation Camp, Free Medical health test camp, Covid-19 Vaccination drive and many more were implemented to create self-reliance among the present students and especially the poor and the needy.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

**6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance**

**Response:**

Vision

- To achieve academic excellence
- To make the college most enviable institution of higher learning for producing graduates pare excellence in humanism, morality, devotion, ethics and commitment.

Mission

- To promote quality education for academic education
- To prepare morally, emotionally and mentally balanced and socially committed community
- To explore and nourish inherent creative qualities of students for their overall development
- To introduce varied courses for offering best carrier choice to our students to meet future challenges

Vision and mission thus explaining the word written in the logo of the college “Yogah Karmasu kausalam”

The college practices participative governance in the smooth functioning of the college and to achieve the academic excellence. The vision and the mission statements of the college are reflective in this regard.

In order to promote participate governance the institution performs through various committees of different faculty members and students. Each committee headed by efficient faculty member that assist college Principal in carrying out academic and administrative function. Thus the governance is promoted through decent realization of power and in democratic manner. This in turn promotes inclusiveness, public will and general welfare. No discretionary powers are being enjoyed by any official / committee. The rules and regulation of affiliating university, Higher education department and guidelines from UGC, statues of affiliating university and other legal procedures are being followed. The committees function as advisory bodies to the head of the institution, which in turn discharges his duties through recommendation of the committees.

The perspective plans for the college are well laid in advance and the college strives for the fulfilment of the said plan. These plans pertain to the achievement of the academic excellence, promotion of ethical values, exploration and nourishment of inherent creative talent, promotion of the environmental awareness, development of competitive spirit, adding of new courses (add on), maintenance of the old infrastructure, preservation of cultural values etc. the participative governance of the institution is a medium to achieve the desired objectives as reflected in perspective plans

The student inclusion and participation in various committees and decision making envisages the vision and mission of the college. The student council was functioning consists of representative of

faculties who acted as advisory body and reflected the issues and the casern of the students before the college administration but unfortunately no election has been conducted by the university for unknown reasons to form new students council. Moreover no council works in the college.

### **Decentralization**

The college as an initiative for decentralization and participative management constitutes different committees at the beginning of every academic session. The list of committees is available at the website.

Important Committees are:-

1. Admission committees
2. IQAC
3. Routine cell
4. Building committee
5. Purchase committee
6. Student Grievance and redressal committee
7. Anti-ragging committee
8. Anti-sexual harassment committee
9. Library committee
10. Sports committee
11. Cultural committee
12. ST/SC/OBC/Minority committee
13. Magazine committee
14. Examination committee
15. UGC committee (functioning earlier)
16. Career and counselling committee
17. Placement committee

The committees deliberate upon various issues and recommendation to the Principal for approval. After getting approval from the Principal, the advices are implemented.

## **6.2 Strategy Development and Deployment**

**6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc**

### **Response:**

Being an affiliated college, the Institution has to follow the rules and regulations decided by the University to which it is affiliated. At the same time being a grant-in-aid HEI, the institution is bound to follow the rules of the State Government and the UGC. The Institution was established by the **Jubilee Samajik Evam Saikhanik Vikash Sansthan Education Society**. The institution has to seek permission of the Management in all the important and significant academic as well as administrative affairs. The Management of the Institution consists of a President, a Vice President, trustees, secretary and treasurer



and University Representative. At institutional level, the Secretary and principal is the final authority who reports to the President of the Management. The principal of the college informs the Management of the activities of the college and the requirements of the college. There is a permanent Principal in the Institution. Being the head of the Institution, the Principal is responsible for all the academic and administrative activities of the Institution. In the absence of the principal, two to three senior faculties are given charge to run the Institution. A number of committees are formed for academic, administrative, co-curricular, sports and extension activities. In all these committees, there is a chairperson. Some other important administrative committees are Admission Committee, Time Table Committee, and Examination Committee etc. The principal looks after all the financial transactions of all these committees. The chairpersons of all the committees are free to work their own way but as for the budget allocation, they have to seek the permission of the principal. The Institution has to follow the rules and regulations regarding appointment and service set by the University, the State Government and the UGC.

The effectiveness of college leadership in the firm of college Governing Body is Visible enough in the works of the college development whether it be the case of infrastructure development or academic development. The college Government Body takes initiative for intellectual engagement of student and faculty members. The college governing Body makes a decision on the suggestion and Advisory of all stake holders. The college strategic/perspective plan is effective implemented by the Governing Body.

The functioning of the college Governing Body in respect of Administrative setup, Appointment and service rules procedure for appointment etc. as per Jharkhand state University Act 2000 and relevant statutes, rules and regulations. The criteria of Appointment of teachers is strictly followed by the college Governing Body as prescribed by U.G.C. The appointment supporting staff is done as per criterion led down by Affiliating University and state Government Effectiveness and efficiency of the college Governing Body is more Visible in policies regarding Administrative setup in its hieratical structure. The leadership of the college Governing Body is reflective in every business done by the college

## **6.2.2 Implementation of e-governance in areas of operation**

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

**Response:** A. All of the above

## **6.3 Faculty Empowerment Strategies**

### **6.3.1 The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff**

**Response:**

Despite the steadfast and unwavering approach of the institution towards academic excellence. The institution also strives proactively towards multi-ferrous welfare of teaching and non-teaching staff. The measures stretch from physical health and mental well-being to social security employee. Apart from

implementing the timely welfare and social security scheme, the college in its given capacity also quest to explore the manageable arranges for the welfare of the staff. The welfare of the human resource remains an all-time priority to make them feel motivated and secure for healthy development of the institution welfare initiatives by the institution are following for both teaching and non-teaching staff.

- 1.EPF
- 2.Group Insurance
- 3.Loan facility
- 4.Time to time blood donation cum checkup camp
- 5.Marriage advance.
- 6.Increase of salary as per rule
- 7.Gratuity

General welfare measures are as follows

- 1.Small canteen
- 2.Common room for both boys & girls.
- 3.Parking facilities
- 4.Organizing games, sports & Cultural Programs.

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

**Response:** 1.63

#### **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**

2021-22	2020-21	2019-20	2018-19	2017-18
1	0	1	0	0

<b>File Description</b>	<b>Document</b>
Upload supporting document	<a href="#">View Document</a>

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

**Response:** 2.88

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

2021-22	2020-21	2019-20	2018-19	2017-18
6	0	0	0	0

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

2021-22	2020-21	2019-20	2018-19	2017-18
17	17	17	17	17

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

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

#### Response:

The Institution is non-government, partially aided college affiliated under Vinoba Bhave University; Hazaribag depends solely for fund on the fees and charges by the students and partial grant at the end of financial year for any development purposes. We very concisely propose for reconstruction or any other development work. The disbursement or allotment of fund for any work is strictly monitored by the principal in consultation of concerned committees and bursar of the college. The college follows a transparent accounting and audit practices. The income and expenditure receipt are properly maintained by the account section both manually and electronically.

Sometimes representative from the college approaches local political representative or business house or industry for some donation or fund for development propose.

The fund collected from students or government or from all sources is utilized for conducting different academic and administrative affairs. These include

- Academic activities
- Administrative activities
- Salary
- Maintenance purpose
- Library

- Sports
- Cultural programs
- Seminar/ inter active lecture series
- Miscellaneous.

## 6.5 Internal Quality Assurance System

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

### **Response:**

Quality assurance initiatives of the institution includes

- Regular meeting of IQAC
- Timely submission of annual quality assurance report to NAAC
- Feedback collection.
- Analysis and redressed for improvement if any suggestion for improvement is suggested by students, parents, stakeholders or alumni.
- Academic Administrative Audit
- Participation in NIRF
- ISO certification
- 2F & 12 B certification.
- National library enrolment.
- Personality development program/faculty development program.
- Encouragement for participation in workshop, Seminar, Lecture series.

Internal quality assurance cell regularly conduct meeting with all committees especially student grievance reprisal cell, anti-ragging cell, anti-sexual harassment cell, and solve the wanting if any. IQAC regularly encourages faculty members and students for personality development programs IQAC proposes principal for academic audit and green audit. More concentration is given on necessary, cleanliness, academic improvement and regularly monitors for regular, punctual class conduction, discipline maintenance. College is certified by UGC 12B, & 2F and ISO 9001-2015.

Internal quality system assurance cell contributes significantly in maintaining quality standard in teaching learning and evaluation with a distinctive approach for institutionalizing the strategies and process for quality assurance. Quality initiatives prove instrumental in strengthening the academic ambience in the college. Among many initiatives by IQAC following few initiative includes.

### **1. Discipline and class monitoring**

The institution aims to improve the quality of the education and puts in the multiple efforts to achieve the

objective. For ensuring smooth and continuous class delivery mechanism, the regularity and punctuality of the faculty members in the classroom is monitored by routine in-charge. Routine in-charge collects the dropped or dislocated class information and immediately arranges the same but report to the Principal at the end of the day. The faculty members who remain absent without any prior information are held accountable and justification is sought from them. Moreover, the substitute faculty members arrange the class.

Discipline committee, looks after the discipline and keeps close eye vigil in the college in order to obviate the factors affecting the indiscipline in the college.

Similarly anti-sexual harassment cell and anti-ragging cell keep vigil to protect innocent & work students.

## 2. Dress code

Important factor to maintain discipline and check outsiders to enter the campus for no work or create nuisance, is directing the students to wear proper dress prescribed by the college and is strictly followed. Since beginning, there is not any ragging and eve teasing practice seen in the college.

## 3. Conduction of online classes

During the pandemic, college faced a serious problem of teaching which was overcome by the formation of Whatsapp group of honors course & subsidiary course. Printed matters are uploaded in PDF format prior to the discussion and are successfully performed till the last of Pandemic. Online tests also conducted.

## 4. Teacher exchange program and lecture series conduction

College has signed MOU with 4 different surrounding college and competition coaching institution namely Ramgarh College, Ramgarh, J.M. College, Bhurkunda, P.T.P.S College Patratu, C.N College, Ramgarh and Aspire coaching institute who spare their teachers to deliver lecture in my college. It has been successfully conducted and students are benefited.

### 6.5.2 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
2. Collaborative quality initiatives with other institution(s)/ membership of international networks
3. Participation in NIRF
4. any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc

**Response:** A. All of the above

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

**7.1.1 Measures initiated by the Institution for the promotion of gender equity and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years**

**Response:**

College is co-education institute and girls students are more in number than boys. Guardian feel safe to send their girl children in Jubilee College as there is clean and disciplined environment besides excellent teaching. Girl students are more encouraged as they come from rural area when they have to follow the strict rules and keep themselves safe. They are given equal change in participation of culture programs, sports, N.S.S. and academic activities. It is found that girl are more intelligent than boys and when give special care they prove themselves better than the boys. None of the eve teasing and sexual harassment case has been reported since the beginning of the college. Girls students prove themselves equal when VBU inter college kho-kho competition conducted every year clinches winner trophy in boys and runner up trophy in girl events. They prove themselves better in singing, art & craft, cultural program, debate and social activities. They even more effective in explaining any sensitive issues concerning women insecurity, promoting girl child education, eradication of social evils.

**7.1.2 The Institution has facilities and initiatives for**

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

**Response:** A. 4 or All of the above

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

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

**Response:** A. All of the above

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

**Response:**

To build a nation of the youth who are noble in their attitude and morally responsible, the college organizes and conducted several activities to build and promote an environment for ethical, cultural, and spiritual values among the students and staff. To develop the emotional and religious feelings among the students and the faculty, commemorative days are celebrated on the campus with the initiative and support of the management for not only recreation and amusement but also to generate the feeling of oneness and social harmony. The college and their teachers and staff jointly celebrate the cultural and regional festivals, like Traditional Tribal Activities- Karma Puja, Sarhul Puja, New-year's day, Fresher Party ,teacher's day, orientation and farewell program, Induction program, rally, oath, plantation, Youth day, Women's day, Yoga day, festivals like Diwali Rangoli celebration, Holi Milan celebration, etc. religious ritual activities are performed in the campus. Motivational lectures Series of eminent persons of the field are arranged for all-round development of the students for their personality development and to make them responsible citizens following the national values of social and communal harmony and national integration. Besides academic and cultural activities, we have built up many strong infrastructures for a variety of sports activities for the physical development of the students. In this way the institute's efforts/initiatives in providing an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic, and other diversities.

**7.2 Best Practices****7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual****Response:****BEST PRACTICES**

The institution promoting its practices through the activities of N.S.S. which add value to the individual students as well as the group of students. The institution have two active units of N.S.S. namely Unit-1 & Unit-2 which are governed under the chairmanship of the principal as well as the programme officer of Unit-1 Dr. B. Ravidas and Unit-2 Sri A.K. Mishra.

Both the units are actively involved themselves along with their volunteer in several activities within the campus and outside the campus. Both the units individually as well as in collaboration celebrate several Diwas and jayanti of man of Letters. Such programmes add human values among the volunteers as well the spectators. The volunteers did not stop at the juncture. They visits the villages of surrounding areas along with their programme officer and sensitize the hamlet dwellers of the village about the cleanliness, evils of social drama, demerits of using alcohol which is a common habitual addiction in the area.

In this connection the N.S.S. unit -2 adopted a village' Manda Tar' at Giddi Hazaribag district and 'Chikor' by unit -I in Ramgarh District both the unit succeeded in enhancing the living standard of the villagers our volunteers as well as efficient coordinator left no stone unturned to educate the villagers about the harm of hazardous substance which they used in their daily life. During the Covid Pandemic without any fear the volunteers of N.S.S. as well as the co-ordinator move some of the villages in surrounding areas and educate the people regarding the preventive measures of pandemic. They also distribute the facemask,

sanitizer and other necessary items among the villagers. Time to time with the help of Government agency our volunteers in the leadership of the programme officers distribute several kinds of medicine Like Albendazole, Calcium tablets etc among the villagers.

### **Best Practice II**

The institution reflects its best practices through “UNNAT BHARAT ABHIYAN “under this Abhiyan the institution has adopted the five villages of Patratu Block namely

1. Sudi 2. Labga 3. Rasda 4. Sanki 5. Kurse

under the co-ordinator of this abhiyan Dr. B. Ravidas.

A survey of the said villages has been conducted under the guidance of the Principal of the college by Dr. B. Ravidas along with some teachers and volunteers. The survey team of the college made a Baseline Household Survey at Gram Panchayat level as well as village level. Our sole interest regarding this Abhiyan is to enhance the economic as well as social condition of the villages.

The institution promoting its best practices through these activities and simultaneously discharge its social responsibility along with adding human values among the people who comes under this ambit area.

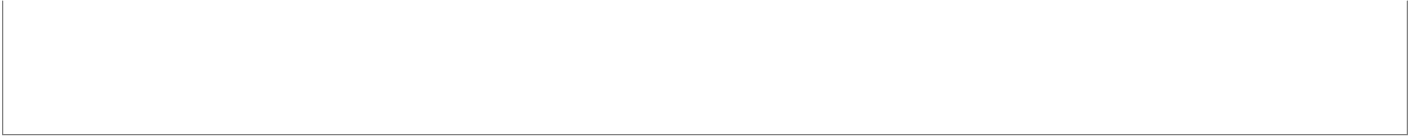
## **7.3 Institutional Distinctiveness**

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

#### **Response:**

The institution strives to achieve academic excellence as envisaged in mission and vision statement. Since its establishment in 1983, the institution has made a bench mark in academic scenario by producing toppers and capable human resource. As institution is determined for the promotion education in girl children, so as the girl students proved themselves in studies as well as sports. Several times the girl students of this institute topped in the list of university in various subjects so as in sports and games. This is the hard and sincere effort of faculty members and staff of the institution. Whether in the class rooms, ground or in the library, the students are always helped and encouraged and they feel comfortable. It is noticeable that this is due to excellence in teaching and discipline, students from very far remote area travel on foot to admit themselves in Jubilee College. Highest number of students enrolls themselves in this college since its establishment fetching in par excellent as IQAC team is more vigilant and always monitor smallest thing. Classes are never dropped sometimes dislocation has been noticed lecture of some other academic work. Teachers make the class vibrant vise sitting electrifying examples while discussing the chapter. Students catch it conveniently. Examination & Evaluation system is more transparent and never discriminate girls from boys or slow learners. They pick middle path to explain their lecture so that slow learners also catch the topic that is the reason for choosing Jubilee College for their education. Teacher are fully dedicated, polite & skillful creating benchmark in education system in the area , proving the word “Yogah Karmashu Kaushlam”, placing the college at the top of the district among the affiliated colleges and this is not the matter of days ratter record has been maintaining by the teachers since the establishment of the college.





## 5. CONCLUSION

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### Additional Information :

College is situated in the rural area spreading light of education in rural area besides the ward of workers of C.C.L. In reality it was opened for their wards to acquire higher education degree at door step. College never disappointed the desires of C.C.L. worker and villagers regarding excellent teaching in friendly disciplined environment. It is important to mention here that college is co-education admitting both boys and girls.

Principal along with the staff in totality following the word depicted in logo of the college Yogah Karmasu Kausalam. The teacher has clear vision of dedication to teach all the students in equal manner. They suppressed the below standard students and girl students. They choose middle way of teaching so that both slow and fast learners can understand what has been taught. There are 17 regular courses with 5 add on course of 3 month duration namely Amanat, English language, Income Tax laws and practices, Computer application and Urdu language. Each add on course has about 30 students.

### Concluding Remarks :

Institute encourages facilities to enhance their ability participating in programs called by the affiliating university, that is Vinoba Bhave University, Hazaribag, for course of studies forming, sports, research activities, seminar, workshop, youth festival and many more occasions. Head of the institution along with IQAC, head of the departments, coordinators of all the committees, routine in-charge, controller of examination, library in-charge to implement guidelines, syllabus, examination pattern, evaluation etc. formed by the university. Routine in-charge prepares and displays routine with proper allotment of the rooms and teacher's name. It is also sent to every department and publishers on website. Students are encouraged to participate in co-curricular as well as extra-curricular activities, quiz, debate, jayanties and national festival days are celebrated with zeal and enthusiasm. There are two units of NSS who enrolls students and encourage them to create a disciplined and clean environment. Student grievance and Redressal Cell collects feedback from students and staff of the college and solve it by arranging a meeting with IQAC and Principal Grievance if any is immediately solved. Anti-sexual harassment cell and Anti-ragging cell are more vigilant in the campus and never let any student to be ragged or harassed. IQAC team is regularly inspecting the campus to make a friendly atmosphere. Sports and Cultural Committee arrange games and cultural programs time to and also conduct inter college tournaments of various games. So far badmintons, chess, football and kho-kho inter college tournaments have been arranged. The college produces excellent kho-kho players and clinched Championship in boy's kho-kho for 6th time and runner up in girl's event for 6th time.

College is enriched with about 7000 odd books in the library including books for competition. Collage is also arranging skill enhancement programs to enrich the mindset of students to face challenges and interviews. Examination department arranges unit test, internal examination as per the rules and regulations of university, get is evaluated and send the marks to the university which is added in the marks of external final examination, and then only result is declared. IQAC arranges induction meet, farewell program and co-operates in Alumni meet.