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# H. D. JAIN COLLEGE

(VEER KUNWAR SINGH UNIVERSITY)

ARA (BIHAR) 802301

Email ID-hdjaincollege@gmail.com

(NAAC Accredited - B+ ) Website: hdjaincollege.org

Principal

Ref. No. 72/NAAC/18...

Date 22/12/18..

To

The Chairman,  
NAAC, Bangalore.

Sub.: Submission of AQAR for 2017-18.

Sir,

With reference to your letter dated 29 Nov. 2018. I am here by submitting the Annual Quality Assurance. Report (AQAR) of H. D. Jain College, Ara under Veer Kunwar Singh University, Ara, Bhojpur, Bihar. Please find attachment.

With Regards

Yours faithfully

Shailendra Kr Singh  
Principal 22/12/18

H. D. Jain College, Ara

22/12/18

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

AQAR for the year (for example 2013-14)

2017-2018

#### I. Details of the Institution

1.1 Name of the Institution

H D JAIN COLLEGE ARA

1.2 Address Line 1

STATION ROAD, ARA, DIST. BHOJPUR  
(BIHAR)

Address Line 2

City/Town

Ara

State

Bihar

Pin Code

802301

Institution e-mail address

www.hdjaincollege.org

Contact Nos.

9431679052

Name of the Head of the Institution:

Dr. Shailendra Kumar Ojha

Tel. No. with STD Code:

NA

Mobile:

9431679052

Name of the IQAC Co-ordinator:

Dr. Anjali Gupta

Mobile:

9431850929

IQAC e-mail address:

iqac.hdjcara@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

BRC0GN27137

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

EC (Sc) /28/A&A /198.1

1.5 Website address:

www.iqachdjcara.org

Web-link of the AQAR:

www.iqachdjcara.big /AQAR17.18.doc

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+	2.65	2017	5 Years (30 oct 2017 to five years
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY

02/06/17

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR \_\_\_\_\_ NA \_\_\_\_\_ (DD/MM/YYYY)<sup>4</sup>  
ii. AQAR \_\_\_\_\_ (DD/MM/YYYY)  
iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)  
iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

1.9 Institutional Status

University State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☐ No ☐

Constituent College Yes ☒ No ☐

Autonomous college of UGC Yes ☐ No ☐

Regulatory Agency approved Institution Yes ☐ No ☐

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☐ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.10 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☒

Others (Specify)

BCA

1.11 Name of the Affiliating University (for the Colleges)

Veer Kunwar Singh University,  
Ara

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

NA

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (Specify)

UGC-COP Programmes

## 2. IQAC Composition and Activities

2.1 No. of Teachers

07

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

02

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and community representatives

-

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

02

2.9 Total No. of members

16

2.10 No. of IQAC meetings held

06

05

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students (02) Alumni 04 Others

2.12 Has IQAC received any funding from UGC during the year? Yes No ☒

If yes, mention the amount

2.13 Seminars and Conferences (only quality related) 1

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. 06 International National State Institution Level

(ii) Themes :

IQAC: Commitment in challenges in Colleges

2.14 Significant Activities and contributions made by IQAC

- ❖ Library week
- ❖ Gender sensitization cell establishment
- ❖ Student grievance cell

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes ☒ No

Management Syndicate Any other body ☒

Provide the details of the action taken

AQAR was placed before college development committee, purchasing committee of the college, building committee.



## Criterion – I

## 1. Curricular Aspects

## 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	17			
UG	19	BCA	03	NA
PG Diploma	-			
Advanced Diploma	-			
Diploma	-			
Certificate	-			
Others				
<b>Total</b>	36			
Interdisciplinary	-			
Innovative	-			

## 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

## (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	17
Trimester	-
Annual	19

1.3 Feedback from stakeholders\*  
(On all aspects)

Alumni ☒ Parents ☒ Employers ☒ Students ☒

Mode of feedback : Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

\*Please provide an analysis of the feedback in the Annexure

## 1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

State CBCS (Flexibility of Hons)

## 1.5 Any new Department/Centre introduced during the year. If yes, give details.

Yes, BCA

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
63	13	19	31	

2.2 No. of permanent faculty with Ph.D.

46

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
06		-	-						

2.4 No. of Guest and Visiting faculty and Temporary faculty

04

10

05

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	-	-
Presented papers	10	35	50
Resource Persons		10	18

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Smart classroom enable

2.7 Total No. of actual teaching days during this academic year

195

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Bar Coding, OMCQ

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

08

10

10

2.10 Average percentage of attendance of students

78



2.11 Course/Programme wise  
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
PG						88
UG						89

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	NIL
Faculty exchange programme	NIL
Staff training conducted by the university	NIL
Staff training conducted by other institutions	NIL
Summer / Winter schools, Workshops, etc.	NIL
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	59		None	None
Technical Staff	21		None	None

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Proposal sent and accepted by NAAC to organize workshop on research methodology.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	None			
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	None			
Outlay in Rs. Lakhs				

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals		10	
Non-Peer Review Journals		40	
e-Journals		-	
Conference proceedings		10	

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

#### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other (Specify)				
Total				

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST

DPE  DBT Scheme/funds

3.9 For colleges

Autonomy  CPE  DBT Star Scheme

INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number				01	01
Sponsoring agencies				University	college

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows  
Of the institute in the year

Total	International	National	State	University	Dist	College
01					01	

3.18 No. of faculty from the Institution  
who are Ph. D. Guides  
and students registered under them

40

64

3.19 No. of Ph.D. awarded by faculty from the Institution

10

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones) No

JRF 02

SRF 01

Project Fellows

Any other

3.21 No. of students Participated in NSS events:

University level 200

State level 02

National level 01

International level

3.22 No. of students participated in NCC events:

University level 108

State level 08

National level 08

International level

3.23 No. of Awards won in NSS:

University level 26

State level 03

National level 01

International level

3.24 No. of Awards won in NCC:

University level 16

State level 08

National level 08

International level

### 3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>	
NCC	<input type="text" value="10"/>	NSS	<input type="text" value="03"/>	Any other <input type="text"/>

### 3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Village adaptation :- Gorhana, Anaith, Mushhartol
- Sanitation Program :- Pipariyan / Piparahaiyan
- Swachha Bharat Abhiyan
- Anti Leprosy day
- World health day
- Environment day
- Vijay Diwas celebration
- World human right & consumer day
- Anti dowry movement
- Blood donation
- Lifeline Express
- 16-9-18 – 6-10-18
- Support services provided by H. D. Jain College NCC cadets.
- Century year celebration of world war at Karisath – 10 NCC cadets were participated.
- Bhojpur Diwas celebration at Ramna Maidan, Ara
- Road safety week – awareness program
- Surgical strike day
- Pulse Polio abhiyan

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	22.18 Acers	-	-	22.18

Class rooms	20	-	-	20
Laboratories	09	-	-	09
Seminar Halls	02	-	-	02
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	60	07	Various sources	67
Value of the equipment purchased during the year (Rs. in Lakhs)	25 Lakhs	1.80 lakhs		26.80 Lakhs
Others	None			

#### 4.2 Computerization of administration and library

Computerization of administrative office is fully functional with five Terminals. Eight terminals working for library, e-library with seventeen terminals. Partial computerization of library has done.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	40,000	7,00,000/-	20,000	3,00,000	60,000	10,00,000
Reference Books						
e-Books						
Journals	25				25	
e-Journals	10				10	
Digital Database						
CD & Video						
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	60	35	04	05	05	10	17	77
Added	04	-	01	01	01	01	-	04



Total	64	35	05	06	06	11	17	81
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- 4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Wi-Fi enabled campus, Computer training program organized by IQAC, Online Admission

- 4.6 Amount spent on maintenance in lakhs :

i) ICT

0.8 Lakhs

ii) Campus Infrastructure and facilities

4 Lakhs

iii) Equipments

0.5 Lakhs

iv) Others

0.6 Lakhs

Total :

5.90 Lakhs

## Criterion – V

### 5. Student Support and Progression

- 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

GS cell and Grievance redressal cell has established in accordance with UGC guideline. Remedial classes for slow learners. Departmental seminars

- 5.2 Efforts made by the institution for tracking the progression

Systematic data collected from various departments to see the progress of the institution.

- 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
6581	4281		60

- (b) No. of students outside the state

1187

(c) No. of International students

Nil

Men	No	%

Women

No	%
No	No

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total

Demand ratio

Dropout %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- 1) Remedial coaching
- 2) UGC /NET SET Exam coaching Free for students.

No. of students beneficiaries

35

5.5 No. of students qualified in these examinations

NET 20

SET/SLET

GATE

CAT

4

IAS/IPS etc 2

State PSC 19

UPSC

12

Others

5.6 Details of student counselling and career guidance

- Airtel /Jio- campus recruitment.
- Local company – hired students
- BBA-Campus selection.

No. of students benefitted

5

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
3	200	40	100

### 5.8 Details of gender sensitization programmes

Gender sensitization cell working and conducted awareness programme.

### 5.9 Students Activities

#### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

#### No. of students participated in cultural events

State/ University level  National level  International level

#### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	4	20,000 = 00
Financial support from government	7000	7 Lac
Financial support from other sources	2	6 Lac
Number of students who received International/ National recognitions	2	4 Lac

### 5.11 Student organised / Initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students 10

5.13 Major grievances of students (if any) redressed: \_\_\_ Problems with Sanitation

## **Criterion – VI**

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

As per S.S.R.

6.2 Does the Institution has a management Information System

Partially Implemented.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Done by University.

6.3.2 Teaching and Learning

ICT Learning.

6.3.3 Examination and Evaluation

Bar coding system

6.3.4 Research and Development

Proposals send to U.G.C./ICSSR/DST for Grant.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library partially Automized

6.3.6 Human Resource Management

None

6.3.7 Faculty and Staff recruitment

Faculty recruited in various departments though  
B.P.S.C.

6.3.8 Industry Interaction / Collaboration

Sudha Dairy  
Central Bank of India

6.3.9 Admission of Students

Govt of Bihar -UG  
College - PG

6.4 Welfare schemes for

Teaching	2	Employee welfare fund. Central - co-operative society. Bank Ara
Non teaching	2	Employee welfare fund. Central - co-operative society. Bank Ara
Students		

6.5 Total corpus fund generated

No

6.6 Whether annual financial audit has been done      Yes      No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	M/S Best Computer Patna.	Yes	Principal
Administrative	No	No	No	No

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes      Yes ☐      No ☐

For PG Programmes      Yes ☐      No ☐

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Not Applicable.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

None

6.11 Activities and support from the Alumni Association

Old Boys Association annual meet conducted.

6.12 Activities and support from the Parent – Teacher Association

Departmental PTM organised



6.13 Development programmes for support staff

None

6.14 Initiatives taken by the institution to make the campus eco-friendly

Solar power installation in campus partially done  
Rain water harvest plant to cultivate herbal garden  
Tree plantation

**Criterion – VII**

**7. Innovations and Best Practices**

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. ICT Teaching campus.
2. Formation of IQAC official website

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

1. Computer Learning program organised.
2. Organised library week
3. I.Q.A.C –Seminar
4. Proposal sent to RUSA for funding
5. Proposal sent to U.G.C. for new courses.

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

1. Eco Task Force Formed.
2. Psychological counselling done periodically

7.4 Contribution to environmental awareness / protection

1. Tree plantation programme
2. Waste management awareness programme

7.5 Whether environmental audit was conducted?

No

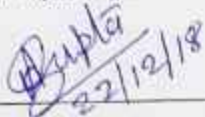
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)


**8. Plans of institution for next year**

Annexure 1 attached.

Name Dr. Anjali Gupta

Name Dr. Shailendra Kumar Ojha

  
Signature of the Coordinator, IQAC  
CO-ORDINATOR  
IQAC  
H.D. Jain College, Ara

  
Signature of the Chairperson, IQAC  
प्रधानाचार्य  
एच.डी. जैन कॉलेज  
आरा

## ANNEXURE 1

### Plan of Action

#### **Plan of Institution for next year**

To start PG Diploma in clinical Psychology

To start PG Diploma in Rehabilitation and Counselling Psychology

To constitute core committee and other committee for NAAC, AAA to address the issue raised by NAAC (1<sup>st</sup> cycle)

To construct new building for different departments.

To provide budgetary support to IQAC

To cultivate herbal garden

To make college more ecofriendly

To start vocational courses like Bachelor in Electronics and IT hardware, building construction, Banking and Finances.