



# 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 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. BIHOPUR  
(BIHAR)

Address Line 2

Araria

City/Town

Bihar

State

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.hdjcar@gmail.com

**1.3 NAAC Track ID (For ex. MHCogn 18879)**

BRCOGN27137

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.iqachdjcar.org

Web-link of the AQAR:

www.iqachdjcar.org /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)  
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)

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	<input type="text" value="NA"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (Specify)	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="07"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="02"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="-"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="02"/>
2.9 Total No. of members	<input type="text" value="16"/>
2.10 No. of IQAC meetings held	<input type="text" value="06"/> <input type="text" value="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
<input type="text"/>	<input type="text"/>

\* 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.

## Part – B

### Criterion – I

#### I. 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>	<b>36</b>			
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\*    Alumni  Parents  Employers  Students   
*(On all aspects)*

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 <input type="text"/>	CAS <input type="text"/>	DST-FIST <input type="text"/>
DPE <input type="text"/>	DBT Scheme/funds <input type="text"/>	

3.9 For colleges	Autonomy <input type="text"/>	CPE <input type="text"/>	DBT Star Scheme <input type="text"/>
	INSPIRE <input type="text"/>	CE <input type="text"/>	Any Other (specify) <input type="text"/>

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	<input type="text"/>	<input type="text"/>	<input type="text"/>	01	01
Sponsoring agencies	<input type="text"/>	<input type="text"/>	<input type="text"/>	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	<input type="text"/>
	Granted	<input type="text"/>
International	Applied	<input type="text"/>
	Granted	<input type="text"/>
Commercialised	Applied	<input type="text"/>
	Granted	<input type="text"/>

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

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level

3.23 No. of Awards won in NSS:

University level  State level   
National level  International level

3.24 No. of Awards won in NCC:

University level  State level   
National level  International level

3.25 No. of Extension activities organized

University forum	<input type="checkbox"/>	College forum	<input type="checkbox"/>
NCC	10	NSS	03

Any other

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

- Village adaptation :- Gorhana, Anaith, Mushhartoli
- 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

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

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

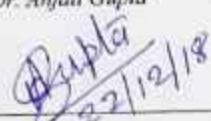
7.5 Whether environmental audit was conducted? No

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.

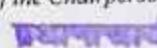
Name Dr. Anjali Gupta

  
22/12/18

Name Dr. Shailendra Kumar Ojha

  
22/12/18

Signature of the Coordinator, IQAC  
**CO-ORDINATOR**  
I.Q.A.C  
H.D. Jain College, Ara

Signature of the Chairperson, IQAC  
  
  
22/12/18

**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 ecofreindly

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