

## Yearly Status Report - 2016-2017

Part A					
Data of the Institution					
1. Name of the Institution	SHERSHAH COLLEGE				
Name of the head of the Institution	Dr Narendra Kumar				
Designation	Principal				
Does the Institution function from own campus	Yes				
Phone no/Alternate Phone no.	06184296249				
Mobile no.	9431094297				
Registered Email	shershahcollege@rediffmail.com				
Alternate Email	shershahiqac@gmail.com				
Address	Canal Road, Kuraich, Sasaram				
City/Town	Sasaram				
State/UT	Bihar				
Pincode	821115				
2. Institutional Status	2 Institutional Status				

Affiliated / Constituent	Constituent
Type of Institution	Co-education
Location	Semi-urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr Birendra Prasad Singh
Phone no/Alternate Phone no.	06184296249
Mobile no.	9430435901
Registered Email	shershahiqac@gmail.com
Alternate Email	shershahcollege@rediffmail.com
3. Website Address	

Web-link of the AQAR: (Previous Academic Year)	<u>https://www.shershahcollege.co.in/aq</u> <u>ar.htm</u>
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.shershahcollege.co.in

## 5. Accrediation Details

Cycle	Grade	CGPA	Year of	Vali	dity
			Accrediation	Period From	Period To
1	B+	2.54	2017	30-Oct-2017	30-Oct-2022

## 6. Date of Establishment of IQAC

12-Sep-2014

## 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture				
Item /Title of the quality initiative by IQAC	Number of participants/ beneficiaries			
Arrangement for Feedback system and Internal Assessment	09-Feb-2016 1	9		
Seminars and Lectures on	09-Feb-2016	9		

Awareness about ill effects of the Fire Works	1	
Cleaning of Watertank in College campus	28-May-2016 1	8
Wi-Fi and Computer maintenance	28-May-2016 1	8
Outsourcing of non teaching emplyees	28-May-2016 1	8
Arrangement of Parking for students and staff in the college campus	28-May-2016 1	8
	<u>View File</u>	

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

Institution/Departmen t/Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	2017 0	0	
No Files Uploaded !!!					

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	<u>View File</u>
10. Number of IQAC meetings held during the year :	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<u>View File</u>
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

1. To promote the awarness about ill effects of the fireworks. 2. Initiative for starting PG(M.Com) in the College. 3. Installation of the fireextinguser in the College building. 4. Installation of drinking water cooler with RO purifier. 5. Estalishment of Health Center for employees and students in the college.

### <u>View File</u>

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

Plan of Action	Achivements/Outcomes
Upgradation of Science Labaratories in College	Achieved
To Establish E-Library through advance technology	Achieved
To Conduct extra activites through NSS	Achieved
To improvement of College Botonaical Garden	Achieved
To development of Parking for students and Employees to the College	Achieved
To Establish Language Lab through advance technology	Achieved
Vie	w File
14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2016
Date of Submission	30-Sep-2016
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Yes , The College is moving in the direction of Automated management System from the traditional manual System. From the last few years, the college manages its academic and administrative process as follows 1.Successfully, installation of the Biometric Attendance system for colleges staff and faculty. 2. Online application form applying process for students has been implemented and automated merit list generation system during this year. 3.Fee Collection

system are fully implemented , all types of fee collected like admission , examination, registration, TC, CLC, Bonafide, Misc , etc. 4.Library Management System are partially working in college, its under the process to come in fully working. OPACOnline Public Access Control is also implement in our college website. 5.CCTV and Security system also available in our college. 6. Teachers and students can also used college's Internet facility from the Library, Computer Lab and their all departments. 7. NList -Inflibnet programmes is also used for eresourses , package of journals and books for students and teachers. 8. The College's Teachers encouraged to the students making the social media platforms like whatsapp and telegram for effective communication between the students . 9. The teachers and principal are also promoting to use the elearning materials and books and enotes through the different online ICT Tools and websites.

## Part B

## **CRITERION I – CURRICULAR ASPECTS**

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Sher Shah College , sasaram is a constituent unit of Veer Kunwar Singh College, Ara has a well planned curriculum delivery by the guidance o f the university . The university published or released the academic calendar before the beginning of new session. At the starting of every new session, all the department heads conduct the general meeting regarding their positive contribution in restructuring the syllabus and academic calendar for its curriculum delivery. The heads of all departments make or deign the master routine for all programs in the college as per University released academic calendar. Each Academic department heads is prepared a plan of action to complete course curriculum at a fixed time as per master routine. The Department Heads makes the academic or course wise routine are assigned and distributed among the teachers of the subject. The College finalizes the year plan for theoretical, practical and other academic activities. All the teaching faculty start their classes accordingly to routine, any changes in the routine are necessary to inform all the concerned department heads. The Teachers from most departments are attached in a meaningful way to give the feedback on curriculum. The classes are interactive and informatics that is used smart classes and some e-notes and using Audio-Video visuals. The Teachers of the college also encourage to the student for use of college Library .The student also participate in several activities like departmental seminars , sports, yoga, nss etc.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate I

Diploma Courses Dates of

Duration

		Introduction		ability/entreprene urship	Development
Web Designing and Development	Nil	15/06/2016	365	Yes	Yes
Computer Aided accountancy	Nil	25/07/2016	365	Yes	Yes
I.2 – Academic Flexil	-				
1.2.1 – New programm	es/courses intro	duced during the acac	lemic year	-	
Programme/C	Course	Programme Spe	cialization	Dates of Int	roduction
Nill	L	nil		Ni	.11
		No file up	loaded.		
1.2.2 – Programmes in affiliated Colleges (if ap			CBCS)/Elective	e course system imple	emented at the
Name of programm CBCS	nes adopting	Programme Spe	cialization	Date of impler CBCS/Elective C	
Nill	L	nil		Ni	.11
1.2.3 – Students enrolle	ed in Certificate	Diploma Courses intro	oduced during	the year	
Certificate Diploma Course				Course	
Number of Students		0		Nil	
I.3 – Curriculum Enri	ichment				
1.3.1 – Value-added co	ourses imparting	transferable and life s	kills offered du	ring the year	
Value Added C	Courses	Date of Introc	luction	Number of Stud	lents Enrolled
Nil		Nill	L		0
		No file up	loaded.		
1.3.2 – Field Projects /	Internships und	er taken during the yea	ar		
Project/Program	nme Title	Programme Spe	cialization	No. of students en Projects / In	
Project/Program		Programme Spe		Projects / In	
				Projects / In	iternships
Nill	L	Nil		Projects / In	iternships
Nill .4 – Feedback Syste	L em	Nil No file up	loaded.	Projects / In	iternships
Nill .4 – Feedback Syste	L em	Nil No file up	loaded.	Projects / In	iternships
Nill .4 – Feedback Syste 1.4.1 – Whether structu	L em	Nil No file up	loaded.	Projects / In Ni	iternships
Nill I.4 – Feedback Syste 1.4.1 – Whether structu Students	L em	Nil No file up	loaded.	Projects / In Ni Yes	iternships
Nill .4 – Feedback Syste 1.4.1 – Whether structu Students Teachers	L em	Nil No file up	loaded.	Projects / In Ni Yes Nill	iternships
Nill .4 – Feedback Syste 1.4.1 – Whether structu Students Teachers Employers	L em	Nil No file up	loaded.	Projects / In Ni Yes Nill Nill	nternships
Nill .4 – Feedback Syste 1.4.1 – Whether structu Students Teachers Employers Alumni	L P <b>m</b> ured feedback re	No file up	loaded. keholders.	Projects / In         Ni         Yes         Nill         Nill         Nill         Nill         Nill	iternships

The college takes on a norm for receiving feedback form from the students in a structured feedback questionnaire. The Feedback form with some questionnaire was distributed from academic department, counter, notice board, library and can be downloaded from our college website. After filling the form, submit to corresponding department of the college. The IQAC Cell analyses the feedback form on the different parameters given and provides feedback to the principal for obtaining strategies to support students after understanding the student's problem. The Final report on feedback form was putted on the desk of IQAC Cell and principal for further action taken and forwarded to all concern departments to sort out the problems between students and college Staff or Faculty.

## **CRITERION II – TEACHING- LEARNING AND EVALUATION**

## 2.1 – Student Enrolment and Profile

2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	BA	1188	1155	1002
BSc	BSC	540	537	487
BCom	BCOM	324	298	243
BBA	BBA	60	45	45
BCA	BCA	120	120	120
		<u>View File</u>		

## 2.2 – Catering to Student Diversity

2.2.1 - Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	institution	Number of teachers teaching both UG and PG courses
2016	1897	0	35	0	35

## 2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), Elearning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e- Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used			
41	13	4	4	3	5			
	View File of ICT Tools and resources							

View File of E-resources and techniques used

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

In sher shah college, mentoring system has been introduced for establishing a smooth and effective relation between students and teachers. This mentoring system worked to monitor ,council and guide the students in their educational and professional their career growth. This mentoring system is managed by the departments of the college. The mentors of the college worked to support the students in some of the following ways: i. To enhance the teacher and student relationship ii. To minimize dropout ratio of students. iii. To identify the students that is faced by slow learners iv. To prepare the students for the competitive world. v. Internal seminars and

encouraged to apply in various free and paid internships and industry based programmed. viii. For the weaker students, college's mentors provided free remedial classes and one to one students doubt clearing methods in the college.									
Number of students e institutio		Nur	mber of full	time teache	ers	M	entor	: Mentee Ratio	
1897	7			41				1:46	
2.4 – Teacher Profile and Quality									
.4.1 – Number of full t	ime teachers ap	pointed	during the	year					
No. of sanctioned No. of filled positi			Vacant p	ositions		s filled du urrent yea		No. of faculty with Ph.D	
83	43			40		0		33	
2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )         Year of Award       Name of full time teachers       Designation       Name of the award,									
	receivi state lev	ng awaro	ds from nal level,		5		fello	wship, received from ernment or recognized bodies	
Nill		nil		Nill			nil		
		1	No file uploaded.						
5 – Evaluation Proc	ess and Refor	ms							
.5.1 – Number of days e year	s from the date of	of semes	ter-end/ ye	ar- end exa	aminatior	n till the d	eclara	ation of results during	
Programme Name	Programme (	Code	Semester/ year		Last date of the last semester-end/ year- end examination		ear-	Date of declaration of results of semester- end/ year- end examination	
BA	BA		13-16/	III Yr	10	/02/202	17	05/04/2017	
BCom	BCOM		13-16/	III Yr	10	/02/202	17	05/04/2017	
BSc	BSC		13-16/	III Yr	10	/02/202	17	05/04/2017	
BCA	BCA		13-16/	VI Sem	18	/01/203	17	10/03/2017	
BBA BBA			13-16/	VI Sem	13	/01/203	17	17/03/2017	
BBA	BA		14-17	/ II Yr	09	/01/203	17	13/03/2017	
BBA	BCom BCOM		14-17/ II Yr		09	/01/202	17	13/03/2017	
BA	BCOM		14-17/ II Yr		09/01/2017		17	12/02/2017	
BA	BCOM		14-17	/ II Yr	09	/01/201	- /	13/03/2017	
BA BCom				/ II Yr / IV Sem		/01/201		02/03/2017	
BA BCom BSC	BSC		14-17/		17		17		

Being the constituent college, University reforms are followed by the college. The Continuous internal assessment evaluation of the students is an integral part of the teaching-learning process. The students have been encouraged continuously to study sincerely for the improvement of their performance in our college. It plays an important role in preparing the students before appearing

in a final university exam. In Under graduate(UG) Level programs , there is no provision of Continuous internal assessment evaluation by the university, but the college has initiated many steps to improve the quality of students. Some of steps are follows: i. In classes, oral tests and quiz are conducted to understand their depth of knowledge . ii. During each session test-written and orals are conducted in classroom, these test include solving exercise and interactive question and answer session. In vocational courses like BBA and BCA i.e there is a subject module "Internal Assessment and Term work subject. In this subject, the teachers have given the Question to each and every student as an assignment which is to complete from their home. After submitting the assignment, the college teachers evaluate and check the assignment. It contains total 100 marks and marks obtained by the students after evaluated by the teachers, is included in the final university examination results.

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

The sher shah college, adheres to the academic calendar that is published by the university. Besides the college also prepares a tentative academic calendar for conducting and completing the syllabus only. Academic and examination related matters are followed as per university published academic calendar. The academic calendar provides the date of starting of the academic session, recommended teaching days, planned the events, state government, national and local holidays. The teachers lesion plan according to faculties is prepared by the each department under the guidance of the concerned staff council. The Unit wise syllabus is discussed with faculty of the department and the course syllabus is distributed. The department also implement the internal assessment based on student test performance . The Final evaluation of the students is done according to the university schedules given in academic calendar. At the end of each session, theory and practical examination are conducted by the university and evaluation is carried out. Then exam results are declared and published on the university website and with provisional marks sheet are issued by the university.

#### 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

2.6.2 - Pass percer	tage of students				
Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
As prescribed by university	BA	Honors	963	944	98
As prescribed by university	BSC	Honors	463	449	97
As prescribed by university	BCom	Honors	203	201	99

https://shershahcollege.co.in/programm outcomes

As prescribed by university	BCA	Honors	11!	5	115	100	
As prescribed by university	BBA	Honors	41		40	99	
		View	w File				
2.7 – Student Satisfac	tion Survey						
2.7.1 – Student Satisfac questionnaire) (results a				ormance	e (Institution may o	design the	
			NA				
	SEARCH, INM	NOVATIONS AN		SION			
3.1 – Resource Mobili	ization for Res	search					
3.1.1 – Research funds	sanctioned and	l received from var	ious agencie	es, indu	stry and other org	anisations	
Nature of the Project	Duration		he funding ency		otal grant Inctioned	Amount received during the year	
No Data Entered/Not Applicable !!!							
		No file	uploaded	•			
3.2 – Innovation Ecos 3.2.1 – Workshops/Sen practices during the yea	ninars Conducte	ed on Intellectual P	roperty Righ	ts (IPR)	and Industry-Aca	demia Innovative	
Title of workshop	/seminar	Name of	the Dept.		D	ate	
	No D	ata Entered/N	ot Applic	able	111		
3.2.2 – Awards for Inno	vation won by Ir	nstitution/Teachers	/Research s	cholars	/Students during t	he year	
Title of the innovation	Name of Awa	ardee Awarding	g Agency	Dat	e of award	Category	
nil	Nill	N	ill		Nill	Nill	
						NIII	
		No file	uploaded	•		NIII	
L3.2.3 – No. of Incubatio	n centre created				ng the year		
3.2.3 – No. of Incubatio	n centre created			us durir the	ng the year Nature of Start- up	Date of	
Incubation		d, start-ups incuba	ted on camp Name of	us durir the p	Nature of Start-		
Incubation Center	Name	d, start-ups incuba Sponsered By Nill	ted on camp Name of Start-u	us durir the p 1	Nature of Start- up	Date of Commencement	
Incubation Center nil	Name Nill	d, start-ups incuba Sponsered By Nill No file	ted on camp Name of Start-u Nil	us durir the p 1	Nature of Start- up	Date of Commencement	
Incubation Center nil 3.3 – Research Public	Name Nill	d, start-ups incuba Sponsered By Nill No file vards	ted on camp Name of Start-u Nil uploaded	us durir the p 1	Nature of Start- up	Date of Commencement	
Incubation Center nil 3.3 – Research Public	Name Nill	d, start-ups incuba Sponsered By Nill No file vards eceive recognition/	ted on camp Name of Start-u Nil uploaded	us durir the p 1	Nature of Start- up Nill	Date of Commencement	
Incubation Center nil 3.3 – Research Public 3.3.1 – Incentive to the	Name Nill Cations and Av teachers who re	d, start-ups incuba Sponsered By Nill No file vards eceive recognition/	ted on camp Name of Start-u Nil uploaded awards	us durir the p 1	Nature of Start- up Nill	Date of Commencement Nill	
Incubation Center nil 3.3 – Research Public 3.3.1 – Incentive to the	Name Nill cations and Av teachers who re No D	d, start-ups incuba Sponsered By Nill No file vards eceive recognition/ Nati ata Entered/N	ted on camp Name of Start-u Nil uploaded awards onal fot Applic	us durir the p 1 •	Nature of Start- up Nill Interr	Date of Commencement Nill	
Incubation Center nil 3.3 – Research Public 3.3.1 – Incentive to the State 3.3.2 – Ph. Ds awarded	Name Nill cations and Av teachers who re No D	d, start-ups incuba Sponsered By Nill No file vards eceive recognition/ Nati ata Entered/N r (applicable for PC	ted on camp Name of Start-u Nil uploaded awards onal fot Applic	us durir the p 1 • •	Nature of Start- up Nill Interr	Date of Commencement Nill	

3.3.3 – Research	3.3.3 – Research Publications in the Journals notified on UGC website during the year								
Туре			Department		Num	per of Publication	n Aver	-	npact Factor (if any)
			No Data Ent	ered/N	ot App	licable !!!			
			Nc	o file	upload	led.			
	3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year								
	Depai	tme	nt			Numbe	r of Public	ation	
No Data Entered/Not Applicable !!!									
			No	o file	upload	led.			
3.3.5 – Bibliometi Web of Science o					ademic y	rear based on av	verage cita	ation in	dex in Scopus/
Title of the Paper	Name of Author		Title of journal	Yea public		Citation Index	Institutio affiliatio mention the public	n as ed in	Number of citations excluding self citation
			No Data Ent	ered/N	ot App	licable !!!			
			No	o file	upload	led.			
3.3.6 – h-Index of	f the Institut	iona	I Publications du	iring the	year. (ba	ised on Scopus/	Web of so	cience	)
Title of the Paper	Name of Author	-	Title of journal	I Year of publication		h-index	Number of citations excluding self citation		Institutional affiliation as mentioned in the publication
			No Data Ent	ered/N	ot App	licable !!!			
			No	o file	upload	led.			
3.3.7 – Faculty pa	articipation i	n Se	eminars/Confere	nces and	d Sympo	sia during the ye	ar :		
Number of Fac	ulty	nter	national	Nati	onal	State	Э		Local
			No Data Ent	ered/N	ot App	licable !!!			
			Nc	o file	upload	led.			
3.4 – Extension	Activities								
3.4.1 – Number o Non- Government									
Title of the a	ctivities		rganising unit/aç collaborating ag			ber of teachers icipated in such activities		articipa	of students ated in such tivities
			No Data Ent	ered/N	ot App	licable !!!			
			No	o file	upload	led.			
3.4.2 – Awards a during the year	nd recogniti	on re	eceived for exter	nsion act	ivities fro	om Government	and other	recogr	nized bodies
Name of the	activity		Award/Recogni	tion	Aw	arding Bodies	N	Number of students Benefited	
			No Data Ent	ered/N	ot App	licable !!!			
			No	o file	upload	led.			

	.4.3 – Students participating in extension activities with Government Organisations, Non-Government rganisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year								
Name of the scher	5	nising uni /collabora agency	-	Name of t	he activity	partici	er of teach pated in s activites		umber of students articipated in such activites
		No E	ata E	ntered/N	ot Appli	cable	111		
				No file	uploaded	ι.			
3.5 – Collaboratio	3.5 – Collaborations								
3.5.1 – Number of C	3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year								
Nature of acti	Nature of activity Participant				Source of f	inancia	l support		Duration
		No I	ata E	ntered/N	ot Appli	cable	111		
				No file	uploaded	ι.			
3.5.2 – Linkages wir facilities etc. during t		ons/indus	tries for	internship,	on-the- job	training	, project w	vork, sha	ring of research
Nature of linkage			par inst ind /rese with	e of the tnering itution/ dustry earch lab contact etails	Duration	From	Durati	on To	Participant
	1	No I	ata E	ntered/N	ot Appli	cable	111		•
				No file	uploaded	ι.			
3.5.3 – MoUs signe houses etc. during th		titutions o	f nation	al, internatio	onal importa	ince, otl	her univer	sities, ind	dustries, corporate
Organisatio	'n	Date	of MoU	signed				Number of dents/teachers pated under MoUs	
		No E	ata E	ntered/N	ot Appli	cable	111		
				No file	uploaded	ι.			
CRITERION IV -	INFRAS	TRUCT	URE A	ND LEAR		SOUR	CES		
4.1 – Physical Fac	ilities								
4.1.1 – Budget alloc	cation, exc	cluding sa	lary for	infrastructu	re augmenta	ation du	iring the y	ear	
Budget allocate	ed for infra	astructure	augme	ntation	Budge	et utilize	d for infra	structure	edevelopment
	1	.50					14	3.23	
4.1.2 – Details of au	ugmentatio	on in infra	structur	e facilities o	during the ye	ear			
	Facil	lities				Ex	isting or N	ewly Ad	ded
		rooms					-	sting	
Classroo	oms wit	h LCD f	acili	ties			Newly	Addec	L
Classro	ooms wi	th Wi-F	'i OR I	LAN			Newly	Addec	L
				No file	uploaded	ι.			
4.2 – Library as a	Learning	Resour	ce						
4.2.1 – Library is au	itomated {	(Integrate	d Librar	y Managem	ent System	(ILMS)	}		

	of the ILMS oftware	6	Natu	re of autom or patial	· ·		Version		Y	ear of auto	mation
	LMS			Partia	ally		2.1			201	7
4.2.2 – Libra	ry Services	6									
Library Service Ty	/pe	E	Existir	ng		Newly A	Ndded		Total		
Text Books				Nill	N	ill	Nill		13430 Ni		Nill
Reference Books				Nill	N	ill	Nill		4213 Nil		Nill
					No file	upload	ed.			•	
	NAYAM oth	her MO	OCs	platform N			, CEC (unde ther Governr				•
Name of	the Teach	er	N	ame of the	Module		on which mo developed	odule	Da	ate of launc conten	-
			N	o Data E	ntered/N	ot Appl	.icable !!				
					No file	upload	ed.				
.3 – IT Infra	astructure	•									
4.3.1 – Tech	nology Up	gradatio	on (o	verall)	-						
Туре	Total Co mputers	Comp Lat		Internet	Browsing centers	Compute Centers		Depart nts		Available Bandwidt h (MBPS/ GBPS)	Others
Existin g	65	2		2	2	2	2	7		10	0
Added	0	0		0	0	0	0	0		0	0
Total	65	2		2	2	2	2	7		10	0
4.3.2 – Banc	dwidth avail	lable of	<sup>:</sup> inter	net connec	tion in the l	nstitution	(Leased line)				
					50 MBI	PS/ GBP	S				
4.3.3 – Facil	ity for e-co	ntent									
Nam	e of the e-c	content	deve	elopment fa	cility	Provide the link of the videos and media centre and recording facility					
		n	il			Nill					
.4 – Mainte	enance of	Camp	us In	frastructu	re						
4.4.1 – Expe component, c			on ma	iintenance o	of physical f	facilities a	nd academic	suppor	t facil	ities, exclu	ding salar
-	ed Budget o mic facilities			enditure inditure inditenance of facilitie	academic	Assigned budget on Expenditure incurr physical facilities maintenance of phy facilites			<sup>i</sup> physical		
			N	o Data E	ntered/N	ot Appl	.icable !!				
							al, academic words) (infor				

institutional Website, provide link)

The college has followed a well defined procedures and policy in place for the maintenance and utilization of all its physical and academic facilities. The physical, academics and support facilities are maintained and governed by the various college committees. There are two important committee that is development committee and purchase committee. First of all, college takes the requisitions from different department like laboratory, ssports, library, etc time to time and conducts the meeting on the collected requisition. Then the department committee and purchase committee discuss and process the demands forwarded by the different departments according to their requisitions. After that, the college prepares the estimate on the basis of important development work in the required requisition. These development and purchase committee has allocated the required funds for maintaining the physical, academic and other related infrastructure work of the college. The allocated funds are utilized under the observation of purchase committee. To maintained the infrastructure facilities and various equipments, the following steps are taken by the college : i. The College campus maintenance is monitored by the CCTV camera. ii. In the college, regular maintenance of computer lab equipments are done by the lab Assistant. iii. Regular cleaning of water tank is done by the college. iv. Regular maintenance of the water coolor and RO purifier is done by the outsourcing agent. v. Regular maintenance of wooden furniture like desk, table, chair, etc and electrification and plumbing for college are done by the outsourcing agent. vi. Landscaping , garbage disposal, pest control and maintaining of the college garden is done by the 4th grade staff and gardener. vii. In the college, there is a stock register in each and every department, who maintained the stock registered by the physical verification of the items around the year . viii. In the college, the department wise annual stock verification is done by the concerned head of department. ix. Maintenance of reading room and stock verification of the library book and newspaper and magazine are done by the library staff. x. In the college, maintenance and repairing of IT infrastructure such as computer, UPS, Internet facilities including Wi-Fi, LAN and broadband are done by the outsourcing agent. Updating latest software are also done by the computer Lab Assistant. xi. In the college, Air conditioner and generators, invertors and solar system are also maintained by the outsourcing agent and college electrician.

https://shershahcollege.co.in/policiesandprocedures

## **CRITERION V – STUDENT SUPPORT AND PROGRESSION**

#### 5.1 – Student Support

5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Concession in tuition fees for extremely backward,Sc and St students	787	134508
Financial Support from Other Sources			
a) National	National Scholorship Program, Mukhyamantri Kanya Uthan Yojna, Govt of Bihar, E-Kalayan- PMS Scholorships	231	0

Bali Prots			ram Govt of Mukhyamantri a (Asnatak) an Yojana of t of Bihar				
b)Internati	onal		Nill	Nill		Nill	
			<u>View</u>	<u>v File</u>			
			nent and developme s, Yoga, Meditation				
Name of the cap enhancement so		Date o	fimplemetation	Number of students enrolled		Agencies involved	
NA			Nill	Nill			Nill
			No file	uploaded.			
1.3 – Students be stitution during the	•	guidance	e for competitive ex	aminations and car	eer counse	elling offe	ered by the
Year			Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Numbe students have pas the comp	s who ssedin	Number of studentsp place
Nill	1	NA	Nill	Nill	Nill Ni		Nill
					•		
1 4 – Institutional	mechanis	m for tran		uploaded.	arievances	Preven	tion of sexual
1.4 – Institutional rassment and rag Total grievan	ging cases	s during t	sparency, timely re	edressal of student	-		ays for grievance
rassment and rag	ging cases	s during t	sparency, timely re he year	edressal of student	-	nber of da	ays for grievance
rassment and rag Total grievan 2 – Student Proç	iging cases aces receiv 0 gression	s during ti	sparency, timely re he year Number of grieva	edressal of student ances redressed	-	nber of da	ays for grievance essal
rassment and rag Total grievan	iging cases aces receiv 0 gression	s during ti	sparency, timely re he year Number of grieva	edressal of student ances redressed	Avg. nun	nber of da redre	ays for grievance essal
rassment and rag Total grievan 2 – Student Prog 2.1 – Details of ca	iging cases ices receiv 0 gression ampus plac On car	s during ti /ed cement di mpus	sparency, timely re he year Number of grieva uring the year	edressal of student ances redressed 0	Avg. num	nber of da redre	ays for grievance essal 0
rassment and rag Total grievan 2 – Student Proç	iging cases aces receiv 0 gression ampus plac	s during ti /ed cement du mpus per of ents	sparency, timely re he year Number of grieva	edressal of student ances redressed	Avg. nun	nber of da redre	ays for grievance essal 0 Number of
Total grievan Total grievan 2 – Student Prog 2.1 – Details of ca Nameof organizations	ging cases aces receiv 0 gression ampus plac On car Numb stude particip	s during ti /ed cement du mpus per of ents	sparency, timely re he year Number of grieva uring the year Number of	edressal of student ances redressed 0 Nameof organizations	Avg. num Off can Numbe stude particip	nber of da redre	ays for grievance essal 0 Number of
Total grievan Total grievan 2 – Student Prog 2.1 – Details of ca Nameof organizations visited	ging cases aces receiv 0 gression ampus plac On car Numb stude particip	s during ti /ed cement du mpus per of ents pated	Number of grieva Number of grieva Number of grieva Number of stduents placed	edressal of student ances redressed 0 Nameof organizations visited	Avg. num Off can Numbe stude particip	nber of da redre	ays for grievance essal 0 Number of stduents placed
Total grievan Total grievan 2 – Student Prog 2.1 – Details of ca Nameof organizations visited NA	iging cases ices receiv 0 gression ampus plac On car Numb stude particip	s during the solution of the s	Number of grieva Number of grieva Number of grieva Number of stduents placed	edressal of student ances redressed 0 Nameof organizations visited Nill uploaded.	Avg. num Off can Numbe stude particip Ni	nber of da redre	ays for grievance essal 0 Number of stduents placed
Total grievan Total grievan 2 – Student Prog 2.1 – Details of ca Nameof organizations visited NA	iging cases ices receiv 0 gression ampus plac On car Numb stude particip	s during the solution of the s	Number of grieva Number of grieva uring the year Number of stduents placed Nill No file	edressal of student ances redressed 0 Nameof organizations visited Nill uploaded.	Avg. num Off can Numbe stude particip Ni	nber of da redre	ays for grievance essal 0 Number of stduents placed
Total grievan Total grievan 2 – Student Prog 2.1 – Details of ca Nameof organizations visited NA 2.2 – Student prog	ging cases aces receiv 0 gression ampus plac On car Numb stude particip N: gression to Stude enrollin	s during the solution of the s	Number of grieva Number of grieva uring the year Number of stduents placed Nill No file education in percen	edressal of student ances redressed 0 Nameof organizations visited Nill uploaded. tage during the yea Depratment graduated from	Avg. num Off can Numbe stude particip Ni	nber of da redre	ays for grievance essal 0 Number of stduents placed Nill Name of programme
Total grievan Total grievan 2 – Student Prog 2.1 – Details of ca Nameof organizations visited NA 2.2 – Student prog	ging cases aces receiv 0 gression ampus plac On car Numb stude particip N: gression to Stude enrollin	s during the solution of the s	Number of grieva Number of grieva Number of grieva Number of stduents placed Nill No file education in percen Programme graduated from	edressal of student ances redressed 0 Nameof organizations visited Nill uploaded. tage during the yea Depratment graduated from	Avg. num Off can Numbe stude particip Ni	nber of da redre	ays for grievance essal 0 Number of stduents placed Nill Name of programme

	ltores		Items Number of students selected/ qualifying									
		No Data Ent	-ored/N	Lot Apr			ents selected/ qu	lalifying				
			o file									
5.2.4 Sports (				_			during the year					
•	and cultural activitie	es / competition										
	Activity			evel			Number of Pa	•				
	Sports		University Instituation Level			├──	23					
Clut	Sports			ation L		<u> </u>						
					ded.	<u> </u>	± /					
E 2 Student			0 1110									
<ul> <li>5.3 – Student Participation and Activities</li> <li>5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)</li> </ul>												
Year	Name of the award/medal	National/ Internaional	award	ber of ds for orts	Number awards f Cultura	for	Student ID number	Name of the student				
		No Data Ent	cered/N	iot App	licable							
		N	o file	upload	ded.							
•	of Student Counciles of the institutio	• •			its on acade	emic 8	kamp; administra	ative				
			N	1A								
5.4 – Alumni E												
	er the institution has	s registered Alu	ımni Asso	ociation?								
No												
5.4.2 – No. of e	nrolled Alumni:											
			(	0								
5.4.3 – Alumni (	contribution during	the year (in Ru	upees) :									
			(	0								
5.4.4 – Meeting	gs/activities organiz	zed by Alumni /	Associatio	on :								
			N	IA								
	VI – GOVERNAI	NCE, LEADE	RSHIP			IENT						
	onal Vision and L											
	n two practices of c	-	and part	icipative	manageme	∍nt dui	ring the last yea	r (maximum 50				
participa policy, p education collec Principa consulta	ege has a str ation managem planning and m n system and ctively after al Level: Prin ation with th	ent. Decent management. the quality discussion ncipal is t e Teacher's	traliza It is y of ed h in fa he chai s Counc	ation i a mean ducatio aculty irperso cil nom	is having ns of imp onal serv meetings on of the ninates d	g a s prov: vice. s on e IQ2 diffe	significant ing the eff Decisions a weekly ba AC. The Prin	<pre>impact on iciency of are taken asis.1. ncipal in ctees for</pre>				

planning and implementation of different academic, student administration and

related policies. All academic and operational policies are based on the IQAC and the teacher's council. Decisions are taken collectively after discussion in faculty meetings 2.Teacher level: Faculty members are given representation in various committees/cells nominated by the Teachers council, in the Governing body, in the IQAC and other committees. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members. Following are the different sub-committees (1) Discipline committee (2) Anti ragging committee (3) Environmental committee (4)Feedback committee (5)Infrastructure Committee (6)Parent-Teacher committee (7)Academic audit committee. 8) Women cell. Etc

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

#### Partial

#### 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Industry Interaction / Collaboration	The college students of Bachelors in Computer Application (BCA)and -Bachelor of Business Administration go for on the job training / internship to various industries / companies like Pragyasoft Technologies, Decan Tech Pvt Ltd, ICICI Bank and Insurance and also goes to some rice mill for Management Trainee . etc. The college organize regular of students of BBA and BCA to visit some local industries implementing their knowledge into practical way. Occasionally we are approached by concerns for sponsoring candidates and the same is managed by the Career Counseling Cell.
Admission of Students	The admission process of students has been conducted through online mode mostly with help of website. The admission of student is on the merit basis. Cutoff marks for each category of the students are decided and accordingly lists are exhibited. We Strictly follow Govt. Rules for Reserved Categories. Admission of second and third year students is online. We provide link on our official website. Students fill their form online. The admission office is directed to strictly follows the rules of college and university.
Library, ICT and Physical Infrastructure / Instrumentation	Sher Shah College has classrooms well equipped with smartclass and overhead projectors with acoustic sounds system. The college has well equipped one language lab and two computer lab with high speed internet connectivity with LAN and wi-fi i.e integral part of the college infrastructure. Library

	Management System are partially working in college, its under the process to come in fully working. OPAC (Online Public Access Control) is also implement in our college website. Maintenance work was carried out on CCTV systems installed at vantage points. Teachers and students can also used college's Internet facility from the Library, Computer Lab and their all departments.N-List - Inflibnet programmes is also used for e-resourses , package of journals and books for students and teachers.
Curriculum Development	Sher Shah college is constituent unit of Veer kunwar Singh University, Ara and follows the curriculum and syllabus prescribed by the University for all its courses. College are not allowed to design their own curriculum.
Teaching and Learning	At the beginning of each academic session, the faculties prepare the academic calendar of that session. The Academic Calendar is prepared at the beginning of every Academic year and Faculty members are encouraged to use innovative teaching methods. Along with the conventional methods of teaching, Information and Communication Technology (ICT) is used in the classroom to make the teaching process more understandable and effective.
Examination and Evaluation	Examinations are conducted as per rules of Veer Kunwar Singh University for all the Constituent Colleges and the Evaluation done centrally at the appointed Evaluation Centres. Principal and College Examination Committee collaboratively conduct meetings with teachers and Non-teacher staff of the College for smooth functioning of examinations and evaluation process. Information regarding supervision duties, rules of answer sheet evaluation is intimated timely to all the staff members of the College.
Research and Development	Refresher /Orientation courses attended by faculty. • Improving Library facilities. • Research Committee actively engaged in motivating post graduate students towards research. • IQAC has been guiding faculty members to develop research environment in the institution.
Human Resource Management	Motivating and facilitating to the

	faculty members to participate in
	Refresher Orientation courses and
	seminars.• The College organizes
	various Orientation and Enrichment
	programmes for both Teaching and Non-
	Teaching staff members for upgrading
	their skills in the latest technology.
	<ul> <li>Salary, Pay-Scale along with</li> </ul>
	Increments are given to Staff members
	as per Government norms which leads to
	employee satisfaction. • The management
	contributes an amount equal to the
	employee share for PF along with
	Pension scheme and Group Insurance.
	•College grants Medical Leave, Casual
	Leave, Duty Leave and Special Leave to
	its faculty members. And Non-Teaching
	staffs gets Medical Leave, Causal Leave
	and Earned Leave as per the norms of
	University. It also provides Maternity
	Leave according to norms to its female
	members. • College provide Special
	Leave for pursuing higher studies,
	attending Enrichment courses/
	Seminars/Conferences/Workshops and Exam
	duties. • The faculty and staff members
	are entitled to avail summer and winter
	vacations as per guidelines of the
	University. • College has Biometric,
	CCTV facility which are used for human
	resource management.
6.2.2 – Implementation of e-governance in areas of opera	tions:

E-governace area	Details
Planning and Development	The College has promotes a culture of participative management while planning for the future growth and development of the College. The management along with the Principal and IQAC chalks out various feasible strategies while making the various plans and policies.
Administration	The College has a strong determination to practices of decentralization and participation management. Decentralization is having a significant impact on policy, planning and management. It is a means of improving the efficiency of education system and the quality of educational service.
Finance and Accounts	Our College maintains transparency and accountability while maintaining its financial records. Every year the Institution conducts internal and external financial audit which reflects true and fair accounting of the institution.

	Student Ad	mission and Supp	port	been mostl friend listed onl reserva Govt of is also iss Admis	college admissio conducted through ly with the help ly college's web students are tak ine payment as pe tion category of Bihar. The colle o used for studen uing Bonafide cen sion Forms , Prin s and etc through	n online mode of very user portal. Short the admission by er norms of university and oge's web portal at support like rtificates. ht Receipt of
	ц ц	xamination			aminations condu Lines of the Veer University	Kunwar Singh
6	6.3 – Faculty Empowerment Strategies					
	6.3.1 – Teachers provid f professional bodies d		ort to attend	conference	es / workshops and towa	ards membership fee
	Year	Name of Teacher	Name of co workshop for which support	financial	Name of the professional body for which membership fee is provided	Amount of support
	Nill	Nill		na	Nill	Nill

No file uploaded.

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)			
Nill	na	Nill	Nill	Nill	Nill	Nill			
	No file uploaded.								

No file uploaded.

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To da	ate	Duration	
na	Nill	Nill	Ni	11	Nill	
		No file uploa	ded.			
6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):						
Teaching Non-teaching						
Permanent Full Time Permanent Full Time						
0	0		0		0	
6.3.5 – Welfare schemes for						

Teaching		Non-teaching	S	Students		
Welfare schemes ruled by the consit University and State like Maternity leav loan facility, Medi leave and GSLI.	uent rul Govt Univ e,PF lik	Welfare schemes are ed by the consituen rersity and State Go e Maternity leave,F an facility, Medica leave and GSLI.	ht fees for bort backwar PF studen 1 Scholors Mukhyamant Yojna, Gow Kalayan-PM Program G Mukhyam (Asnatak)	ion in tuition or extremely cd,Sc and St ts.National ship Program, cri Kanya Uthan rt of Bihar, E- MS Scholorships Govt of Bihar, antri Balika Protshan Yojana rt of Bihar		
6.4 – Financial Managemen	t and Resourc	ce Mobilization				
6.4.1 – Institution conducts inter	ernal and exter	nal financial audits regularly	y (with in 100 words	each)		
Yes, the college com of the university. Accountants who cond 6.4.2 - Funds / Grants receive year(not covered in Criterion III	The audit w uct the fin checks d from manage	ork is assigned to nancial audit regula to minimize the er	a firm of auth arly. We also o rror.	orized Charted do the internal		
Name of the non government funding agencies /individuals         Funds/ Grnats received in Rs.         Purpose						
No Data Entered/Not Applicable !!!						
		No file uploaded.				
6.4.3 – Total corpus fund gene	erated					
	No Data 1	Entered/Not Applica	ble !!!			
6.5 – Internal Quality Assur	ance System					
6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?						
Audit Type	Ext	ernal	Inter	rnal		
	Yes/No	Agency	Yes/No	Authority		
Academic	No	Nil	Yes	C.A		
Administrative	No	Nil	Yes	C.A		
6.5.2 – Activities and support f	rom the Parent	- Teacher Association (at	least three)			
<ol> <li>Each department department 2. Par students are from re shy to communicate department</li> </ol>	ents help : ural area.	in solving local pro 3. Communicating vi	oblems because lews which the	most of the students feels		
6.5.3 – Development program	mes for suppor	t staff (at least three)				
1.Periodical and Annu teaching s		of all support Sta gular EPF contribut				
6.5.4 – Post Accreditation initia	ative(s) (mentio	n at least three)				
paperless commun	ication amo	learning. 2. Creation ngst HODs, Faculty poratory has been es	Members and St			

6.5.5 – Internal Qu	ality Assurance Sys	tem Details				
a) Submi	ssion of Data for AIS	SHE portal			Yes	
b	)Participation in NIR	RF	Nill			
	c)ISO certification				Nill	
d)NB/	A or any other qualit	y audit			Nill	
6.5.6 – Number of	Quality Initiatives ur	ndertaken during th	e year			
Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration F	rom	Duration To	Number of participants
2016	Training Conducted for using of Smart Class and ICT Lab	05/08/2016	05/08/	2016	05/08/201	6 27
2016	Health Center opening and Basic training to use of First Aid	26/08/2016	26/08/	2016	26/08/2010	6 23
2016	Faculty Enrichment Programme	12/11/2016	12/11/	2016	12/11/2010	6 37
2016	A Speech on the importance of green and eco-friendly campus	26/11/2016	26/11/	2016	26/11/201	6 56
2017	College conduct the training on importance of N-List (Inflibnet)	24/01/2017	24/01/2017		24/01/201	7 64
	• 	View	v File			
	- INSTITUTIONA	L VALUES AND	BEST PR	ACTIC	ES	
	Values and Socia			es orgai	nized by the inst	itution during the
Title of the Period fro programme		m Peric	od To	Number of Participants		articipants
					emale	Male
Internation Women Day		2017 08/0	3/2017		45	13
Rally on awareness fo Beti Bachao Beti Padhao	or o	2017 22/0	2/2018		83	41

Scheme

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

The college is dedicated and imparts the habit to conservation of energy and to promote the habit of using alternative sources of energy. The teachers and non teaching employees are conscious for energy conservation. Following measures have been taken to save energy: • Switching off all the computers and accessories and the Electrical Equipments when not in use. • ACs are being used as per requirement only. • In non reading room and non working areas, reduced lights are being used . • The college has taken a decisions to replace bulbs to tube lights, slim lights CFLS,LED and also replace most of CRT monitors by LCD and LED monitors. • Use of solar energy in some part of the College. • The College has made a proper system for water harvesting in each block, buildings different places. • Plantation drive was done by NSS volunteers in the campus.

hygienic. • Use of dustbin in college campus and every Department.

#### 7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Ramp/Rails	Yes	2
Rest Rooms	Yes	0
Scribes for examination	Yes	0

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva ntages	Number of initiatives taken to engage wi and contribute local communit	th to	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	1	1	10/12/2 016	1	Blood Donation Camp	Public welfare	31
2017	1	1	11/02/2 017	1	Swachta Abhiyan of UCHITPUR village by NSS	A misson of cleanline ss program	43
<u>View File</u>							
7.1.5 – Humar	n Values and P	rofessional	Ethics Code of co	nduct (handbo	ooks) for variou	us stakeholder	S
Title Date of publication Follow up(max 100 words)						0 words)	

NIL Nill Nil	THE		
	NILL	Nill	Nil

#### 7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Internati Yoga Da	 21/06/2017	21/06/2017	85

Plantation	30/08/2016	30/08/2016	63
Cleanliness Campus	22/09/2016	22/09/2016	113
Celebration of Mahatma Gandhi Jayenti in College campus	02/10/2016	02/10/2016	22
Blood Donation Camp	15/12/2016	15/12/2016	7
Workshop on cashless transaction	15/04/2017	15/04/2017	54
Celeberation of teachers day	05/09/2016	05/09/2016	390
National Voters Day	25/01/2017	25/01/2017	37
Road Safety Awarness for wearing of Helmets and Seat Belts by NSS	13/02/2017	13/02/2017	85
Swacha Bharat	25/02/2017	25/02/2017	43

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

Energy conservation: The teaching non teaching employees are serious for energy conservation. Following measures have been taken to save energy: • Switching off all the computers and accessories and the Electrical Equipments when not in use. • ACs are being used as per requirement only. • In non reading room and non working areas, reduced lights are being used . • The college has taken a decisions to replace bulbs to tube lights, slim lights CFLS, LED and also replace most of CRT monitors by LCD and LED monitors. Use of renewable energy : Use of solar energy in some part of the College. Water harvesting: The College has made a proper system for water harvesting in each block, buildings different places. One storage tank has been made available for storage of rain water as well as ground water discharging from hostel and different Blocks. Efforts for Carbon neutrality: College has sprawling campus full of trees, shrubs and herbs. Plantation of trees has been increased. Recently institution has undertaken a forestation programme on a large scale in collaboration with the forest department in the campus. There are 2 gardens with seasonal as well as green plants--one is near the Administrative Block and the other within the

Science Block. A Herbal garden with various herbal plants has been developed. Plantation: Extensive plantation activities have been undertaken in collaboration with Forest Department, Government of Bihar, aided maintained by the NSS unit of the college. Plantation of 200 trees each year (with gabion), was done consecutively for the last 2years with the help of Forest Environment Department, Govt. of Bihar. All the trees were of flowering variety. Waste Management: A vermicomposting unit is managed by the students. Bio-waste like leaves, weeds are dumped in a compost pit when the vermicomposting is full. The bio-fertilizer produced is utilized in the herbal garden flower garden. E-waste management: The College follows e-waste management System, such as discarded computers, office electronic equipment and refrigerators, etc are stored in a separate area and sold out when the stock of e-waste reaches a certain level.

#### 7.2 – Best Practices

7.2.1 - Describe at least two institutional best practices

Best practice-1 Title of the Practice: Towards greenery and eco-friendlier campus of Sher shah College Sasaram Goal: a. To keep the campus green and Clean. b. Implement and manage green sustainable initiatives in campus. c. Monitor reduce waste of campus operation activities. d. Became role models and practice what we teach learn in class rooms. e. Sustainable awareness action in the campus and local community. The Context: The faculty members, IQAC members and students have realized that the campus of ShershahCollege, Sasaram, should be green eco-friendly. Then they started to work upon it after forming a good team called ECO-SQUAD of staff students along with the Botany department, NSS volunteers etc. Green campus is an environment which improves energy efficiency, conserving resources enhancing environmental quality. Green campus also demonstrates its commitment to ecological sustainability through its various programmes projects in presiving our ecological heritage. Still more number of trees to be planted. The green committee is planning to plant more number of trees in the campus. The Practice: The Green Committee is working towards this issue in the campus. The members of the committee involved NSS student volunteers for tree plantation. In addition other students are also involved on a particular day so that everyone participates in this campaign. Plantation of 150 trees (with metal) was done with the help of Forest Environment Department, Govt. of Bihar. All the trees were of flowering trees. And 185 more good plants along with medicinal plants have been planted. An effort is being made by then Eco-squad to protect some of the trees which are infested with termites. We started different initiatives i.e. Conducting Seminars and Workshops to enhance the knowledge of students, faculties and other members who are working in the College, Bye-Bye to plastic materials inside the Campus. No uses of plastic materials are being implemented by replacing the plastic cups, plates, bags, disposals etc. Waste management and water harvesting are started in the campus. Uniqueness: We ask the students to bring a bucket of cow doing vermin-compost refilling is required some seedlings or seeds at least one from their home or from nearby place and try to grow them in the college campus. The management also helps the team to buy plants. Constraints: The challenging issue is maintaining the planted trees and to avoid plastics 100 because of climate environmental effects. A Water problem is the only major constraint in this but this can also be overcome by planting drought resistant plant species. Evidence of Success Through project VRKSHA already 150 plants were planted and 200 dustbins were kept outside the buildings and dustbins for each class rooms were provided and students are advised to keep their class rooms clean and they are following it so that the campus is dust and dirt free. Problems Encountered and Resources Required Students sometimes do not adhere to rules which lead to untidy campus at times. However, they are duly monitored and rectified. Best Practice-2: Title of the Practice: Introduction of Complete Online Admission Process Goal Admission is the most important component of an educational institution. The challenge of any educational institution lies in the successful implementation of the entire admission process. There must always be an effort to make the admission process hassle-free, less time consuming with provisions for lesser errors. Complete Online Admission Process has been initiated to reduce the hassles, human mistakes and labour involved in the Manual Admission Process. The Context In Compliance with Government order regarding the compulsory implementation of online admission process, our college also has introduced the same from this year. The Practice In this complete online Admission Process, all admission related notifications are uploaded in the college website. As soon as the results of different UG/PG examinations are published, the college notifies the dates in which the applicants can submit the online application forms. Forms can be submitted only on-line in the college website

"https://shershahcollege.co.in/onlineadmission.php. After submitting the forms on-line and taking prints of the "challan" copies the applicants have to pay the requisite fees at any branch of SBI. The technological side of this online admission process is maintained by a competent outsourced agency. Necessary helpdesks are provided in the college campus by Help Desk and the Students' Union. The Admission Committee monitors the entire process. The entire Merit Panel is prepared and published Online. As per the scheduled dates, admission has been taken as per merit list which is given on the website. Evidence of Success The Complete Online Admission Process has turned out to be a complete success. This has indeed reduced the rigorous labour involved in the offline process. The entire process has become smoother with less requirement of humanpower. It has also become less time consuming for both the staff and the students. We are able to avoid a chaotic gathering on the day of admission and other related upheavals. Problems Encountered and Resources Required A. Bank transactions were not smooth and we have already talked with the Bank authority to reduce the same next year B. Rural area internet facilities are not easily accessible and the speed is not satisfactory to smoothen the process. Some drawbacks have been detected in the admission software as it is implemented for the first time and they are already solved to facilitate the process next year

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

https://shershahcollege.co.in/

#### 7.3 – Institutional Distinctiveness

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

The Teachers of Sher Shah College unanimously proposes positive practices including fostering collaboration among student community and helps them to develop positive relations with others. The College, implements university curriculum through well planned and effective teaching learning activities blended with latest pedagogy approaches. Various approaches have been taken to enable students to meet their individual needs. Exposure to students throughout their educational program is provided by mentors, industry experts, professionals, and innovators. This enables them to be work ready.NSS volunteers are also motivated to reach out to the villages name UCHITPUR around Sasaram for social and educational development of the people. The students are facilitated to work on relevant problem related to society, industry through projects and complex problem solving. Students are enabled to work in an environment through regular industrial visits especially from BBA and BCA .Also they are sent to internships. The social skills are nurtured through various activities conducted by the NSS volunteers, cultural society at the College. Exposure to social issues and working on probable solutions: The students are exposed to the diverse social structure and their issues, particularly in the neighboring village UCHITPUR areas, through the National Service Scheme implemented at the Institute. The NSS volunteers undertake activities of spreading social awareness about various burning topics such as gender equity, women health, Swatch Bharat, etc. While doing so, they also become aware of the issues of the society think on probable measures to solve them. The College also organizes various programs for providing hands-on training to the students of latest technology adopted by the industry. The college promotes physical activities among the students to cultivate many important skills such as physical fitness, team spirit, confidence, decision making, mental strength, etc. of the students. Each year, the college organizes Youth festival, participates in different team events sports organized by the University such as events for the students comprising of various sports like cricket, volleyball, kabaddi, hockey etc. In these sports both boys as well girls

participate and show their skills - their sportsman spirit and team-building abilities grow. The institute celebrates international Yoga Day each year. During the camps held at village UCHITPUR adopted by the Sher Shah College, Sasaram through NSS, various physical activities like Yoga, exercises, cleanliness drive, health checkup, teaching children's of the village etc. are conducted. Along with giving freedom to students to evolve and grow at their pace, the college also believes in locating the responsibility for mentoring students upon the teachers who make sure that they are available to the students as they perform tasks. This allows the mentor to be able to clarify the young students' questions and the subtle discrepancies from the norm or the expected outcome that many a times arise during the workflow. The college places significant importance on this aspect as it is in tune with the vision of the college, which is to nurture self-confidence and holistic development and broaden their vision towards nation-building.

Provide the weblink of the institution

https://shershahcollege.co.in/

#### 8. Future Plans of Actions for Next Academic Year

1. The College management also seeks expansion in the UG departments by introducing Masters in Arts, Science and Commerce subjects in near future. 2. The Institution seeks to introduce more courses in the vocational departments like MBA, MCA, Bio-technology. 3. The college plans to install a English language lab. 4. The College also plans to introduce more e-learning courses so that the students become more proficient and employable. 5. Our Efforts is to provide a neat clean campus , classes, offices toilets with 24 hour water and electricity supply 6. Plan to equip classrooms with projectors and smart boards for effective learning. 7. Water purifiers cum cooler, fire extinguisher are to installed in various locations of the college campus. 8. Our Planning is to encourage teachers the students to participate in the seminars and conference regularly. 9. The College Library will be automated. 10. The college has also planned to connect the entire college campus with Wi-Fi internet connectivity for students and teachers.