YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	**PATNA COLLEGE**
• Name of the Head of the institution	**DR. ASHOK KUMAR**
• Designation	**PROFESSOR**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**06122671589**
• Mobile no	**9431860347**
• Registered e-mail	**patnacollege.pu@gmail.com**
• Alternate e-mail	**principalpc@patnauniversity.ac.in**
• Address	**ASHOK RAJPATH PATNA**
• City/Town	**PATNA**
• State/UT	**BIHAR**
• Pin Code	**800005**
2.Institutional status	
• Affiliated /Constituent	**CONSTITUENT**
• Type of Institution	**Co-education**
• Location	**Urban**
• Financial Status	**Grants-in aid**

• Name of the Affiliating University	**PATNA UNIVERSITY**	
• Name of the IQAC Coordinator	**PROF. DR. MD. NAZIM**	
• Phone No.	**06122671589**	
• Alternate phone No.		
• Mobile	**8409110509**	
• IQAC e-mail address	**patnacollege.pu@gmail.com**	
• Alternate Email address	**principalpc@patnauniversity.ac.in**	

3.Website address (Web link of the AQAR (Previous Academic Year)	https://assessmentonline.naac.gov.in/public/index.php/postaccreditation/generateHTML_aqar/eyJpdiI6InpzVDU3K1ZpU0ZCaXY0ZFFzXC9UWEJRPT0iLCJ2YWx1ZSI6IkN3c05XWmVlNmU3cW01UVRkVXR5VUE9PSIsIm1hYyI6IjFkMzdkNj

4.Whether Academic Calendar prepared during the year?	**No**
• if yes, whether it is uploaded in the Institutional website Web link:	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C**	**1.62**	**2019**	**15/11/2019**	**15/11/2024**

6.Date of Establishment of IQAC	**10/12/2018**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	**NIL**	**NIL**	**NIL**	**NIL**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File	

9.No. of IQAC meetings held during the year	**03**
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**No**
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

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

This academic year was massed by the:- 1. Covid-19 lockdown in march. The college through the IQAC took necessary steps to keep the students carrying on through e-content development and on-line classes. 2. Online classes and CIA examinations were conducted for the students keeping in mind the COVID-19 protocol. 3. E-Governance during the period was enhanced. Official communication to the teachers emails and to the students through website.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Infrastructural Improvement	**Partially Achieved**
Enhancement of E-Governance	**Partially Achieved**

13.Whether the AQAR was placed before statutory body?	**No**
• Name of the statutory body	

Name	Date of meeting(s)
Nil	**Nil**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	**04/02/2022**

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**5**

File Description	Documents
Data Template	[View File]

2.Student

2.1 Number of students during the year	**780**

File Description	Documents
Institutional Data in Prescribed Format	[View File]

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**772**

File Description	Documents
Data Template	[View File]

2.3 Number of outgoing/ final year students during the year	**537**

File Description	Documents
Data Template	[View File]

3.Academic

3.1	**26**

Number of full time teachers during the year	

File Description	Documents
Data Template	[View File](#)

3.2 Number of sanctioned posts during the year	**73**

File Description	Documents
Data Template	[View File](#)

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**55**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**3928179**
4.3 Total number of computers on campus for academic purposes	**69**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The academic administration of Patna College believes in striving to achieve the stated objectives of the college since the time the students are admitted. Every year, at the beginning of the session, there is an initiation ceremony (Deekshrambh) of the admitted students, in which all the teachers are involved under the chairmanship of the principal. In this, all the children are given the syllabus prescribed by the university for their honors and subsidiary subjects. Detailed Syllabus is available on the web pages of both the college and the university. Students are advised to contact the concerned department. The departments allocate the syllabus and various topics among the teachers in a very systematic manner. Efforts are made that the part of the syllabus which teachers have been teaching since long time and the topics in which

they have expertise, are given to teach them only. At the request of the children and if needed, adjustments are made between the teachers even in the middle of the session. It is the departmental effort that in any case, the entire course should be completed within the stipulated period. The college has ensured that all the subjects are taught well and in a very well-planned manner even in the most difficult situation caused by Corona.The academic administration of Patna College believes in striving to achieve the stated objectives of the college since the time the students are admitted. Every year, at the beginning of the session, there is an initiation ceremony (Deekshrambh) of the admitted students, in which all the teachers are involved under the chairmanship of the principal. In this, all the children are given the syllabus prescribed by the university for their honors and subsidiary subjects. Detailed Syllabus is available on the web pages of both the college and the university. Students are advised to contact the concerned department. The departments allocate the syllabus and various topics among the teachers in a very systematic manner. Efforts are made that the part of the syllabus which teachers have been teaching since long time and the topics in which they have expertise, are given to teach them only. At the request of the children and if needed, adjustments are made between the teachers even in the middle of the session. It is the departmental effort that in any case, the entire course should be completed within the stipulated period. The college has ensured that all the subjects are taught well and in a very well-planned manner even in the most difficult situation caused by Corona.The academic administration of Patna College believes in striving to achieve the stated objectives of the college since the time the students are admitted. Every year, at the beginning of the session, there is an initiation ceremony (Deekshrambh) of the admitted students, in which all the teachers are involved under the chairmanship of the principal. In this, all the children are given the syllabus prescribed by the university for their honors and subsidiary subjects. Detailed Syllabus is available on the web pages of both the college and the university. Students are advised to contact the concerned department. The departments allocate the syllabus and various topics among the teachers in a very systematic manner. Efforts are made that the part of the syllabus which teachers have been teaching since long time and the topics in which they have expertise, are given to teach them only. At the request of the children and if needed, adjustments are made between the teachers even in the middle of the session. It is the departmental effort that in any case, the entire course should be completed within the stipulated period. The college has ensured that all the subjects are taught well and in a very well-planned manner even in the most difficult situation caused by Corona.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	[NIL](NIL)

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The academic achievements & activities of students are evaluated under Continuous Internal Evaluation in four departments of the college. These four programs are- Bachelor in Computer Application, Bachelor in Mass Communication, Bachelor of Business Administration & Post-Graduate in Geography. Various academic activities are carried out throughout the year for continuous evaluation of students in these four disciplines and departments, including their behavioural aspects, their value attitudes, punctuality and discipline with professional competence, all these are evaluated twice throughout the year. The internal assessment marks are allotted on the basis of performance in these activities. The records of all these activities are preserved by the departments for three years so that they can be made available to the examination department if needed.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	[NIL](NIL)

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

4

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	**No File Uploaded**

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

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

There is a general concept found in Bihar that whatever is good here, its credit goes to Patna College. This college has been the foremost educational institution of the state since the time of its knock on the threshold of modern times, which has made possible the golden future of the people living in all the inequalities and difficulties. Along with the realization of its objective, it has developed professional competence in its students and inculcated human values ??in them. In a knowledge society, to which we are looking forward in the 21st century, gender plays a vital role. For sensitizing students towards gender, a gender sensitization cell is already functioning in the college. In the academic word, professional ethics in too much regarded as backbone for the entire academia. Code of academic ethics is followed to the extent as much as possible while taking a research work. Without value, a man is just like a coin with single side or aspect. For ensuring maximum level of human value in its students, all the faculty member, discuss some ongoing incidents of degrading pattern of human value. Beside, its routine responsibility, Patna college has fulfilled its responsibilities towards environment-preservation and sustainable development by participating actively in the state government-sponsored program - Jal Jeevan Hariyali.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	**No File Uploaded**

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

5

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	**No File Uploaded**

1.3.3 - Number of students undertaking project work/field work/ internships

67

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	https://drive.google.com/file/d/1eUC7Wxkw0RY xSRgfTo7jhofhaBA0-5Rz/view?usp=sharing
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	NIL

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

746

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

365

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The classes comprise of students from urban as well as distant rural areas within and outside of state, pass outs of various examination boards (CBSE, ICSE, State Boards) coming from different stream of studies (science , commerce , arts) belonging to different sections of society.

The college follows a merit based selection process although the students differ in learning capabilities depending upon their academic background. The college intends to deliver same level of knowledge to all students so that all students could benefit equally from the curriculum.

- **Random question answer sessions and surprise tests are conducted to identify slow and advanced learners.**
- **Useful links for online resources are regularly shared among the students.**
- **Quantitative and qualitative improvement in multimedia and audio visual contents has been ensured on a regular basis.**
- **Additional study materials (e – contents) are provided to the students for additional references.**
- **Unit wise revision classes are regularly conducted throughout the academic year.**
- **Final year students are given opportunity to give presentation on selected topics prepared by them to first and second year students.**
- **Students are given opportunity to publish their creative ideas in Patna College Magazine.**
- **Students are encouraged for leadership role and for the participation in various literary activities.**

File Description	Documents
Paste link for additional information	[NIL](NIL)
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
746	26

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution believes in overall development of its students, hence encourages teachers to adopt interdisciplinary approach and have maximum pupil participation in their teaching – learning process. This gives students, opportunities for self exploration and they are exposed to experiential learning too.

The college offers experiential and participative learning as an integral part of its various offered courses as mentioned below:-

- In order to promote participative learning process students are imparted active participation in the classroom through group discussions and brainstorming sessions.
- The B.B.A and B.C.A students have their regular practical classes in well equipped computer lab.
- B.B.A. students have to do internship / project work as partial fulfillment of their curriculum in the last semester of their studies.
- Seminars, debates, group discussions are organized on various contemporary issues by relevant departments.
- For their social development, students are introduced to community services like Blood Donation Camps, Flood Relief, and Charity etc.
- History students are taken to educational tours of various Historical and archeological sites of importance.
- Students from Department of Geography visit relevant Physical

and Manmade Landscapes throughout their Academic session and do get to know about its historical and scientific importance.

- Department of Bachelor of Mass Communication (B.M.C.) organizes Cinematography, Editing etc. workshops for their students.

Teamwork and self learning attitude is promoted by problem solving methods and case studies.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	[NIL](#)

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Smart classrooms have been installed in several classes. The smart tools available in the hands of teachers can be described as follows.

1. Projector: High resolution visuals can be projected on screens. It can be used to play motion pictures as well as still pictures. Teachers use it to play documentaries in combination with audio output facilities.
2. Power Point Presentations: The projector has built in connectivity with the computer system which used by the teachers to play slides while describing the topics and presenting the lessons in structured and systematic manner.
3. Smart Board: Smart board feature allows teachers to use board while presenting PPT slides. It is a convenient tool when teachers need further explanation of the slide and need to add instantaneous examples to a particular slide.
4. During Covid – 19 teachers of different departments used PEN Tabs and different multimedia tabs and stylus for teaching in online classes.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**No File Uploaded**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

25

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
Mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

26

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

26

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution is committed to maintain its examination calendar. It has taken all the necessary steps to compensate for the academic hours/ workdays lost due to Covid – 19 impact. The examinations were conducted during the narrow time span provided by the governments between the lockdowns in conformity with health advisory issued at the time. Commitment towards timely examination has helped college to keep/ maintain academic calendar on proper timeline.

The CIE system of the college can be explained as under/follows

- **Pre-university / sent up tests are conducted prior to annual / term end university examination which reduce the failure rates in final examination**

- **Two continuous internal assessment (CIAs) are conducted per semester in P.G. geography and self-financing professional courses of B.B.A, B.C.A and B.M.C.**
- **All CIAs are followed by submission of assignments in each of**

the papers in the curriculum.
- Viva-voce examination is held in each of the papers in the curriculum as integral part of CIAs
- Practical tests are conducted in some courses of the programs i.e. statistics subsidiary, B.C.A
- Unit tests are conducted by the teachers at the end of unit and communicated to the HODs

- Skill tests are conducted in programs like B.C.A in well equipped computer lab
- Surprise tests are taken in the classrooms by the teachers to identify different levels of learners
- Regular College level competitions
- University level examinations are conducted as per university's time schedule

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	NIL

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

The College maintains transparency and robustness in internal assessment by following ways. The nature of internal assessment and evaluation criteria are communicated to the students in the beginning of the semester. Decisions to conduct internal examination discussed by the college management (Principal, HODs and Teachers) after the start of academic session indicating that it is planned in advance. Based on the decision, internal examination time table is duly prepared and circulated in each department in advance. The approved time table is displayed on the notice board of the department and also personally informed to the students by the respective teachers. The test papers are evaluated and distributed to the students after every internal test. The answer script of the test is preserved in the departments till the completion of the student's course of study. The test marks are displayed on the notice boards of the departments. Marks of internal examination are displayed on the department's notice board. Those who fail to perform at satisfactory level are given opportunity to improve their marks by rewriting their examination. There are also norms of the college to take unit tests, which are taken by the respective

subject experts from time to time after completing specific unit of the syllabus in order to evaluate students learning level, but such tests are conducted by the respective HODs. Based on the performance, students are individually suggested to overcome their barriers.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	[NIL](NIL)

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution

Geography (B.A.)

Course Content

Course Outcome

1st Year

Physical geography, Asia: Reginal Study, Practical

To understand Geomorphology and Geomorphological Processes, Interaction between Earth's crust and Atmosphere, Acquire Knowledge of Physical, Economic, Socio - culturaland Demographic Dimensions of China and Japan, Gain expertise as a data analyst and a Cartographer

2nd Year

Geography of India

Economic and Resource Geography

Practical

To gain knowledge about earth's structures, Physiography, Climate and Natural Vegetation and Population.

To understand factors affecting location of economic activities, Learning about Primary, secondary and tertiary activities: explaining population -resource relationship.

Interpret statistical data of geographical phenomena, acquire techniques of Cartograms and construction of Map Projections.

3rd Year

Geographical Thoughts and Human Geography

Environmental Geography and Remote Sensing

Population Geogrpahy / Geology of India

Cartography and Map Making

Urban Geography

Practicals

Appreciation of contribution of different schools of Geographical Thoughts. Acquiring knowledge about satellite image processing and interpretation. To know about the spatial functional characteristics of urban settlements to be able to identify the urban environmental problems and solutions. Application of surveying instruments like Prismatic compass, Theodolite, Plane Table etc. Identification of different types of Rocks and minerals.

Program outcomes (POs)

- Progression to higher education
- Civil Services
- Work as researcher
- Employment as school teachers

Program Specific Outcomes (PSOs)

- Application of modern instruments of geographic measurements
- Acquire statistical techniques and cartography
- Application of modern map making techniques
- Acquire knowledge of Physical and Human geography
- Enhancement of ability of management

History (B.A)

Course Content

Course Outcome

1st Year

Ancient India

History of the Modern West

Acquiring basic concepts of History writings, Early civilizations, Enhance understanding of emerging Philosophical Ideas, Diplomatic Relations, Development of Art, literatures, science and technology.

Provide detailed ideas of European culture, political and economic rebirth

2nd Year

Medieval India

Modern Europe

Understanding of cultural contributions of Bihar and Bengal, Providing input on Architectural developments, Patronage of Artists, Scholars, To Narrate Provincial Autonomy.

Understanding Nature, causes and effects of Revolutions, Political Turmoil in Europe and World Wars

3rd Year

Medieval India

Modern India

Freedom Movement

History of Asia

Provide narrative of weak and disintegrated political systems of Northern India, Expansion of Islamic Ideology and Cultural activities, Provide narrative of skillful military powers and establishing new dynasties i.e. Mughals, Analysis of Diplomacy and Achievements of Shershah, Provide insides into Anglo – Maratha relationship and conflicts.

Provide Narrative of Constitutional reforms in India under British Government, Provide detailed understanding of National Movements in India, Providing insight into Planning – Participation and Significance of Quit India Movement, Understanding Integration of Princely States into Indian Union after Independence.

Provides detailed understanding of division of Ottoman Empire and Establishment of new Turks under Pasha, understanding role of Reza Shah Pehalawi and Ibn Saud in Modernization of Iran and Saudi Arabia respectively, Providing insight into Politics of China and Japan, Emergence of Japan as Modern country.

Program Outcomes:

- Helpful in preparation of civil services examination
- Preparedness for teaching jobs
- Career opportunities in archaeology and Museum etc.
- Tour Guide

Sociology (B.A)

Course Content

Course Outcome

1st Year

Principles of Sociology

Social Anthropology

Induction to components of society i.e. community, association, institutions, social groups and social stratifications

Discussion on Primitive and Tribal Societies, Development of Duties and Rights, To Know about Taboo and Totem, Study of Tribal Communities of Bihar and Jharkhand

2nd Year

Methods of Social Research

History of Western Social Thoughts

Understanding Methods of studying Social Phenomenon, Research Design, Data Collection and Observations.

Discuss History of Origin of this subject; Trace the contributions made by various scholars.

3rd Year

Indian Ruler Societies

Urban Sociology

Social Change in India

Social Demography and Social Problems of India

To gain knowledge about Indian village communities, Caste system, Understanding Rural Power Structure, Land Relations, Panchayati Raj Systems, Learning about Rural Development.

To understand Rural – Urban Linkages, Acquaintance with Urbanization, Social Changes, Urban Problems, Migration and Related Factors.

Studying various aspects of Population in terms of Demographic Transitions, Optimum Population and family Planning.

Revealing Core issues and Problems of Indian Societies i.e. Disintegration of families, Beggary, Alcoholism, Castism, Communalism, Crime, Dowry, Untouchability etc.

Psychology (B.A.)

Course Content

Course Outcome

1st Year

General Psychology

Psychopathology

Understanding Physiological bases of Human Behavior, Understanding Perception, Attention, Memory, Learning, Motivation, Emotion, Intelligence, Personality, Thinking and Problem Solving.

Developing views about abnormality and anxiety disorder, Paranoia, Schizophrenia, Personality disorders and gaining knowledge about types of psycho-analytic therapy.

2nd Year

Neuropsychology and Systems of Psychology

Experiments and Testing

Understanding Nervous Systems, Neuropsychology, Brain Specialization.

Understanding Structuralism, Functionalism and Behaviorism, Gaining

Knowledge about Psychoanalytical schools.

Acquiring Skills in Aeshesiomatric Index by methods of Limits, Learning Methods of Constant Stimuli Difference for Lifted Weights.

Applications of Intelligence Tests and Personality InventoryUsing EPI and TAMS.

3rd Year

Social Psychology and Industrial Psychology

Clinical Psychology and Educational Psychology

Research Methodology and Statistics

Field Study

Understanding formation and change of attitudes, Public opinions and Social tensions, Learning about scientific management and performance appraisal, Understanding fatigue and Monotony, Gaining knowledge about diagnostic tools and Psychotherapeutic techniques, Acquiring techniques of measurements of intelligence and aptitudes, Guidance and Counseling.

To Know about stages of Psychological Research, Sampling Techniques, Reliability of Statistics and Significance of Difference between Means

Besides these, other courses of social sciences and language programs sensitize students in comprehensive manner to issues of Social Inequities, ecological concerns, political and economic imbalance and injustice. Other programs like B.C.A. B.B.A, B.M.C and Mathematics have courses which open doors in Business, Finance, Data Sciences, Health Sciences, Environmental Sciences and Public Policy, Journalism etc.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	http://patnacollege.org/pdf/naac/2.6.1_All_Outcomes.pdf
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Qualitative Measure of Attainment

- **Creativity: The College evaluates the quality of compositions placed for publication in Patna College Magazine.**
- **Critical Thinking: The attainment of critical thinking is realized by designing classroom tests which evaluate student's ability to summarize and give reasonable arguments for and against a view point, differentiate between facts and inferences, ranking relevance of ideas, recognizing biases.**
- **Scientific Temperament: The College is bound to inculcate constitutional values in the students. Students with ascientific temperamentbelieve that all-natural phenomena on earth have one or the other material telluric explanation behind them, and there is a cause-and-effect relationship behind everything happening.**
- **Research orientation: Some programs which incorporate internship and project/field work sets up strong footings in acquiring research skills in social sciences.**
- **Employability: Student employability—i.e., the level of workforce preparedness and skill acquisition demonstrated by fresh graduates—obviously plays a crucial role. The College establishes a symbiotic relationship with the employment world with Partnering, Collaborating and Hosting employment opportunities.**
- **Communication: supervision of performances in literary activities like group discussion and debates.**
- **Holistic Development: The College works hard on Holistic development of the students that meansthe development of intellectual, mental, physical, emotional, and social abilities in growing students so that he or she is capable of facing the demands and challenges of everyday life. These abilities are vitally important for success in professional fields of work.**

- **Social and environmental awareness : supervising students performance in competitions and activities organized by the institution like debates , painting , photography etc. on topics dealing with vital socio-economic , political and environmental issues of the time**

Quantitative measure of attainment

- **Level of attainment is quantified using a program wise outcome matrix for analysis purposes.**
- **Dropout rate has remained low over the year.**
- **Participation rate in extension activities is analyzed over periods.**
- **Timely Completion: Number of students failing to complete degrees within stipulated time of three years is observed over period.**

Minimizing backlogs in semester exams.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	[NIL](NIL)

2.6.3 - Pass percentage of Students during the year

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

737

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](View_File)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	[NIL](NIL)

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may

design its own questionnaire) (results and details need to be provided as a weblink)

https://drive.google.com/file/d/1eUC7Wxkw0RYxSRgfTo7jhofhaBA0-5Rz/view?usp=sharing

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

NIL

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

13

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	[NIL](NIL)

3.2 - Innovation Ecosystem

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

Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge through mandate of internship in the vocational courses which instils spirit of entrepreneurshipn and start ups in the students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	[NIL](NIL)

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

NIL

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

2

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

13

File Description	Documents
Any additional information	[View File]()
List of research papers by title, author, department, name and year of publication (Data Template)	[View File]()

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

1

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File]()

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Patna College has organized various activities to sensitize its students and communities on various social issues such as Swatchta Abhiyaan, Breast Cancer awareness, importance of Yoga in health, HIV/AIDS awareness programme etc. In these events students of the college under the aegies of NCC, NSS of Patna College and its some of the departments such as Geography department, go to the communities and organize events involving local/targeted people communities. This events help students to become aware of the local issues come in contact with the local people and understand their needs, and also provides opportunities to help them address some issues.

File Description	Documents
Paste link for additional information	[NIL](NIL)
Upload any additional information	**No File Uploaded**

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

1

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	**No File Uploaded**

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

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

8

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

47

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

3

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

NIL

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Infrastructure is an important aspect of implementing the curriculum effectively through a high-quality teaching and learning process. The college understands that solid infrastructure creates a positive atmosphere and environment. It has a direct impact on student performance in terms of teaching and learning. Not only the students, but also the teachers and staff, are given a good working atmosphere in which to do their best work. The college's policy has been to equip teachers, staff, and students with the necessary infrastructure.

Patna College has been an institution recognized for its excellent education. It receives more than 600 students to the College courses through an entrance exam. Out of 600 plus seats available each year all seats are taken by qualifying students. The Vocational Courses – BBA, BMC and BCA- has 60 seats, 60 seats and 30 seats respectively. Accordingly, each year 150 students take admission in Vocational Courses after qualifying the entrance test. To sum it up, Patna College in any academic year teaches 2250 students (traditional 600 X 3 = 1800; Vocational 60 X 3 + 60 X 3 + 30 X 3 = 450; Total 2250 students).

Patna College is well equipped with appropriate infrastructural facilities to meet the educational needs of such a large number of students. There are almost 55 classrooms at the College. The

classrooms are well-lit, well-ventilated, and spacious. Faculty members use microphones and audiovisual tools in addition to the lecture method of instruction for successful problem solving. The college also contains 4 lecture theatres, 2 seminar halls, 2 laboratories, and 4 computer labs in addition to classrooms. Laboratory rooms are accessible for the Psychology and Geography curriculums, and laboratory experiments are conducted. The whole campus is Wi-Fi enabled for the benefit of students and faculty.

Patna College has adequate number of computers to fulfill the academic requirements of the students. These Computers are kept in Patna College library, BCA Department, BMC Department and BBA Department. The presence of adequate number of computers is helpful for students including those of Vocational Courses.

- The Administrative Block of the college consists of the Principal's Office and the Accounts Office.
- The magnificent Multi-Purpose Seminar & Conference Hall is located at the administrative block. Academic events like conferences, seminars, talks etc. and student activities are hosted in these halls.

Digital classrooms and ICT enabled class rooms -

- Two Seminar Halls with projector and audio visual facility
- ICT enabled Lecture halls
- 13 class rooms are ICT enabled
- Class rooms have green, white, black and graph boards
- Conference hall/ Staff room

Other supporting facilities:

- College has two generators for uninterrupted power supply in case of an electric failure
- College has solar power light panels from renewable energy source in an environment friendly manner
- Separate space is dedicated for sports, NCC, NSS, Psychological guidance and counseling Cell.
- Purified RO Drinking water facility with water coolers have been installed at various locations inside the college premises
- The campus has multiple hostels with lush green lawns for students.
- Students' Common Room with washroom facility is available.
- A good and hygienic canteen facility.
- Spacious parking facility for students, teachers and staff

member.

- Wheelchair access for differently abled students.
- First aid facility is also available in the departments.

Heritage: The sprawling lush green college campus also has a heritage building of Dutch era that is recognized by the Archeological Survey of India.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[NIL](#)

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

Patna College focuses heavily on students' total personality development. Aside from academic success, the college has always sought to strike a balance between academic objectives, athletics, games, yoga, and cultural activities.

The College hosts cultural events and encourages students to attend in order to familiarize them with India's diverse and dynamic culture, which includes dance, languages, music, and architecture.

A sports committee functions at the College. It has a large number of members and is led by a President. Through their representation, the students are also represented. The committee is supported by the College through a sports fund.

Patna College has kept its infrastructure in good shape. It features three different playgrounds. In addition, the college has all necessary cricket equipment, including a cricket team; similarly, there is a cell, net, pole, and a football squad for football. Similarly, for Volleyball, Kabaddi, Basketball, and Hockey, the college provides all of the necessary equipment. Shortput, Discuss throw, Javeline throw, High Jump, Long Jump, and other games are played in college.

Patna College also includes a Common Room where indoor games such as chess, badminton, table tennis, and carrom are organized. The Gymnasium at the College was fully functional until 2004, although

it currently requires considerable repair work. Patna University hosts a centralised yoga class at the PU dispensary, which is open to both students and faculty.

Games and sports:

The college showcases its spirit in programmes such as Annual Sports events or by showing its real participation in state or national level events. The College Cultural Committee had also facilitated the participation of students in Tarang Cultural Festival which was organized by LNMU at Bihar level. The College also participated in Eklavya Sports programme

- College has two conjoined spacious playground having area of 90,000 sq.ft. (appx.) and 70,000 sq.ft (appx.). It is used by students to practice and play various outdoor games and sports such a cricket, football, track and field sports etc.
- The size of the third ground is approximately 1000 sq.ft.
- Every year various sports events, group display like yoga, aerobics and PT are organized
- Annual Sports Day is celebrated with full zeal and zest.
- The campus had Basketball Court which has now been dismantled for reconstruction and will soon be available for the sport.
- Meditation & yoga centre of college is also a major attraction among students

Cultural activities:

Notably, the college has a Cultural Committee which is administratively linked with the University Cultural Board at the top level. It frequently organizes debate, essay and quiz competition. The College Cultural Committee also enthusiastically participates in innumerable events which were organized under the umbrella of Patna University Centenary Celebration Programmes.

- For various cultural and extracurricular events the college has sufficient infrastructure with good audiovisual facility where students perform various cultural activities
- Various important days are also celebrated under departmental banners
- Awards and certificates are distributed to meritorious students and winners of different events during Annual day Functions

Fire safety facility:

- **The fire safety devices have been installed throughout the premises, especially in the laboratories that are at high risk.**
- **College also arranges mock drill and fire safety drills from time to time to make students aware, sensitize and prepare for any fire hazard.**
- **The fire fighting equipments and extinguishers are audited regularly for quality check.**

Safety and CC TV facility:

- **To ensure safety and security of teachers and students, the college has a dedicated police post inside the premises.**
- **The college main gate is manned by guards round the clock.**

To strengthen it further CC TV cameras have been installed at various locations and around classrooms

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NIL

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

13

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NIL
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

2342737

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

The sobriquet 'Gyan Mandir,' which has become a synonym for the Patna College library is a part of Patna University and participates in a number of online repositories.

We believe that a digital library would be beneficial to both students and teachers. The library has a large collection of books, numbering in the thousands. The college library is in the process of being automated, with all books, papers, journals, and other pertinent material being digitised with the goal of providing remote access to Patna College library resources. We anticipate that our library will be totally automated in a few months. It will make it easier for students to access e-books, e-resources, and other materials. Teachers will profit from this as well. Aside from that, many books are available in other departmental libraries.

Patna University Library has taken subscription of J-GATE through e-Shodhsindhu Consortium. Patna College is planning to get an annual subscription of INFLIBNET.

The National Digital Library of India, a government of India initiative, is accessible through the Patna University Library. Almost all of the teachers, non-teaching staff, and students from all of Patna University's constituent colleges are currently enrolled in this library. Faculty members from Patna College are also involved.

Patna University Library has signed a MoU with Shodhganga and is now

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using URKUND, an anti-plagiarism programme, to review Ph.D thesis
and research articles before they are made public. Patna University
is working to expand this service to include college libraries as
well.

In the session 2020-21 a lot of infrastructural and procedural
upgrades were stalled due to the Covid-19 lockdowns. We are now
resuming such developmental procedures and it will have a positive
impact on our structure in the coming sessions.

In last two years the covid-19 lockdowns and protocols has affected
the library footfall significantly. But as things are getting normal
we will soon see a rise in footfall.
```

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	[NIL](#)

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	`D. Any 1 of the above`

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

`0.3`

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

70

File Description	Documents
Any additional information	[View File](#)
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The requirements of the 21st century cannot be fulfilled without a good IT infrastructure. So owing up to the realistic IT infrastructural requirements Patna University has a well-equipped and continually updated IT infrastructure and Wi-Fi connection to meet the demands of students, teaching staff, non-teaching employees, and the society in general.

The key points about Patna College IT infrastructure.

- **Patna College campus is a WiFi enabled campus in true sense.**
- **The Wifi infrastructure of the campus comes under the "Saat Nishchay Program" of the State Govt. and is constantly upgraded and monitored for security and functionality by a dedicated team.**
- **Each department has their own login credentials to access the internet.**
- **Students have their individual registration for their WiFi and can access the internet 24x7.**
- **There are almost 1037 student accounts accessing the WiFi.**

In addition to this, Patna College also has a personal paid Wi-Fi.

Under PU's NME-ICT, there is 1 GBPS connectivity in the network. There are 10 IPs available for the University. The University promotes open source software. University Telephone Exchange with latest technology BTS and MDS systems is in place at Patna University Computer Centre for better connectivity.

Patna College Computer Laboratory has significant number of Computers and functional SMART Classroom. A well established Language Lab and a partial Media Lab facility i.e. Content development unit have been put in place. Various departments running traditional as well as Vocational Courses like BBA, BCA and BMC are equipped with latest version of Computers, Laptop, Projector, Printer, Sound System etc.

Hardware

- Institute has 65 Desktops/Workstations for students and a laptops which are available for faculties.
- The college uses Dell, Acer & HP workstations/laptops.
- Computer Labs have adequate number of desktops for students in allotted group/batch.
- There are Multifunctional Laser & Deskjet printers in the departments & administrative block.
- The college uses 13 LCD projectors (Epson/Benq/), 3 in the computer Lab, 1 in the IQAC room & seminar hall and the rest are used for teaching in the classrooms.
- This infrastructure is complemented by interactive teaching board etc.
- The College takes the service of professional IT consultants from time to time for maintenance and support of the ICT infrastructure.
- In general, computing and internet facilities are available to all teachers and students on the campus.
- The institution provides access to desktop systems and laptops to both faculty and students which allows them to use computer aid for academic projects, practical sessions and for learning as per their curriculum.
- To make the learning process more effective various innovative methods are used by the teachers. This includes giving group assignments and having power point presentations, where students can discuss and explore their knowledge together. Learning combined with visual presentations or working on certain software is much more enjoyable and comprehensive for the students.

Software

- The desktops/laptops are running on windows 7, windows 7 pro, windows 10 and windows 10 pro & windows 11.
- Most of the desktops have MS office installed and a few are running on office 365 and office 2016 pro. Open source software's are used wherever necessary.
- Office automation packages like Open Office, MS Office and Antivirus are purchased by the college and updated regularly.

AISHE survey data are being uploaded regularly. Patna College website is regularly updated and restructured from time to time.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NIL

4.3.2 - Number of Computers

69

File Description	Documents
Upload any additional information	View File
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution	B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1585442

File Description	Documents
Upload any additional information	[View File](#)
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The College ensures regular maintenance and upkeep of all infrastructural facilities. Care Taker supervises the maintenance work carried out by trained staff. Maintenance is also outsourced to appropriate external agencies.

Furniture and equipment are purchased on regular basis as per the requirements with Purchase Committee consisting of the Principal as Chairman, Bursar, faculty members and Accountant. Regular meetings are held to approve necessary purchases for maintenance of College infrastructure. IT machines and softwares are continuously upgraded to ensure the market relevance of acquired skills.

Classrooms

- **The College has a separate Teaching Blocks with ICT enabled, well-functioning and maintained classrooms and tutorial rooms.**
- **Faculty in-charge in every Classroom help students with ICT related work and report to the full time Care Taker/agency with respect to maintenance of the classrooms. Servicing of Class Projectors' Lenses and Filters is done annually.**
- **A team of efficient workers and gardeners is responsible for keeping the college premises clean.**

Laboratories

- **The College has Labs with tools, maintained by a Lab Attendants. The precision of the Lab instruments is frequently checked internally with external help taken whenever required.**
- **The computer/language lab containing print, audio-visual and teaching-learning resources is maintained by a designated staff member.**

Library

A Library Committee comprising of the Principal, Librarian and TICs of all Departments meets once a year to discuss improvement/update of facilities provided by the library.

The Library is maintained by staff members headed by the Librarian. Regular dusting of books is done and occasionally, vacuum cleaner is used. Books are sent every year for binding, to keep them in good form.

IT Infrastructure

All computers in the college have UPS facility with Server Windows monitored and Antivirus updated on a daily basis and full system backup of Office done every quarter.

Sports

A Sports Committee comprising of 2 faculty members from the Department of Physical Education and faculty members from other Departments holds regular meetings for maintenance of sports infrastructure. The College has a Sports Store room with sports equipment for all played sports.

Canteen

- The canteen was setup in the campus. The food is prepared and served hygienically by canteen workers.
- The Canteen served fruits and fresh juice corner to cater to the nutritional needs of students. The Canteen promotes consumption of steamed food over fried food and less usage of spices.
- It is properly cleaned every day with pest control done every three months.
- Adequate steps like substitution of plastic plates with stainless steel plates, selling items packed in non-plastic material, discouraging single-use plastic, etc are being taken with the aim of making the Canteen plastic free.

Due to covid-19 protocols the in campus canteen was been temporarily closed for the year.

College Lawns & Grounds

- The College has a team of efficient and experienced gardeners

to maintain the lawns and flora of the College.
- Regular watering & trimming of grass and plants is done in and around the campus.

Other Information

- The College water tanks are cleaned annually.
- The College has a power generator, serviced annually by company Engineers. To conserve water, rainwater harvesting system is also being planned by the College.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NIL

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

52

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0	

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**C. 2 of the above**

File Description	Documents
Link to Institutional website	[NIL](NIL)
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	**No File Uploaded**

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

1

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	View File
Details of student placement during the year (Data Template)	**No File Uploaded**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

54

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

5

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

2

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	[View File](#)

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Participation of students is the most important feature of any educational institution be it school, college or University. Patna College being the most significant constituent of Patna University has given significant contribution in the Students Union which plays a very important role in the making of the body. An elected council member from among the students of Patna College represents the students of the college in the Student Union of Patna University. The council member strives to bring the issues of the students before the administration for the betterment of the students. Patna Universitystudents union is the oldest students union in the state. It was established in 1976 by Patna University Act [Section 44(2)]. It is a statutory body of the students representative. Under this section, statute regarding the formation and function of Patna University students union were framed and is accordingly implemented. It incorporates all provisions, objectives, functions, organization, election process, criteria, funds and budget etc of the students unions. The post in the Council Member involves the position of a President, Vice President, General Secretary, Treasurer. These council members are elected from all the colleges to represent the college in the students union of the university. The students from the college forming the council here played a pivotal role. They strive hard to mark the gains of students in the areas of academic and other major issues. They help the students in availing library facilities sports facilities and creating a safe environment in the campus. The installation of water coolers at various departments in the campus, suggestion box and complaint box were implemented in every department. Various programmes like debate, discussions, cultural activities, welcome programme for freshers and farewell are conducted at the initiative of these members. Job fairs are arranged for the placement of students in

various companies. Students union helps the management in arranging these camps. They play an important role in planting of trees and keeping the campus clean and green. The students of Patna College in the council with the joint efforts of the other members have collectively helped the university students as a whole. They work seriously in the interest of the students to fulfill academic needs is the best way possible through them. Development of the student has been the motive of the council itself forming a major part in the education system producing better citizen for the society to serve the nation as well as the world.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

19

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Patna College (The Oxford of the East) has been a centre of excellence for higher education (graduation & post-graduation) in the state. It has produced many great leaders in the country in the politics like Yashwant Sinha, Ravishankar Prasad etc. at the centre

and many were at the local level. Patna College Alumni Society is active in extending support for the development of the college in all spheres. The Alumni of the College are in many prominent positions. Many alumni have graduated scholarships to meritorious students, devoted books in the college department and college library and supported infrastructural facilities.

On the initiative of the Principal and desire of the alumi, many lectures, seminars and programmes are conducted from time to time to help, guide and motivate their successers in the college in shaping their careers. The have contributed for the construction of roads, toilets, boundary walls, pure drinking water facility, library, plantation & etc. some really great personalities like Prof. (Dr.) Ravindra Raj Hans and Gajendra Narayan Singh (1957-59) are Padma Shree Awardees are alumni of this College. People passing from the college are raising in all the fields of the society from politics to bureaucracy' Supreme Court Judge, High Court Judge and Advocate, Banking Business, Multi National Companies, Writers, Poets, Academicians, Scholars and many more. The last Alumni Meet was of the batch 1991-94 (Old Boys' Meet) which was conducted on 15-04-2017 and attended by twenty three members and all Page 56/97 10-10-2019 09:38:39 Self Study Report of PATNA COLLEGE contributed the college in the maximum capacity they could.

The Alumni of Patna College have contributed in a very considerable and substantial manner to the development of their department and the college.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Patna College follows the vision of patriotism, artfulness, honesty, dexterity, discipline, rationality and bear the responsibility of crafting citizens who would face the challenges of life and profession with integrity.

Mission :

To make the campus a safe place for the students where they could live, learn, think and interact fearlessly.

- To Sensitize the students towards the environmental and social obligations.
- To provide of quality education so as to produce the skilled professional and enhance their competence and survival skills in the challenging atmosphere.
- To promote the feeling of equity and mutual respect in terms of gender and human rights.
- To accelerate the professional proficiency and to boost global competitiveness.

The plan of the college reflects the values embodied in the vision and mission of the institution, that of knowledge creation, commitment to socially productive activity, intellectual integrity artistic freedom, creation of enlightened citizenship, democratic functioning and discipline.

Strategic/Perspective Plans :

- To provide of higher education featured by the brilliance in student education and experience, exceptionally good learning environment and committed social responsibility.
- To find the solutions to the major challenges of the time affecting our society, country region and the world.
- To help the library in staring information generated due to digital deluge by modernising the e-infrastructure continually and to provide opportunities to students and staff to use the latest technologies in learning activities.

Patna College has consistently upheld its tradition of achieving excellence in higher education and has moved towards its objective and strategic goals by stressing more upon the regular classes, arranging seminars and other extra-curricular and academic activities. The College is fundamentally student centric

institution.

File Description	Documents
Paste link for additional information	[NIL](NIL)
Upload any additional information	**No File Uploaded**

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The College practices decentralisation and participative management at various levels. The Principal directs the Heads of the departments and the same is conveyed to the other faculties who are also given an opportunity to express their points of view. The Principal coordinates with the teaching, non-teaching and student body members for effective functioning of the College. The HODs have been given all the freedom and the authority to decide on the various activities pertaining to academic and administrative work in their departments and are given the responsibility of delegating work to the other faculty in their respective departments. The department decides the equipment, projects, and activities to be done for the academic session under the guidance of the HOD and other faculty members.

There are various statutory committees in the college namely building committee, admission committee, purchase committee, staff council, library committee, with above mentioned statutory committees following are the non-statutory committee.

1. IQAC 2. Grievance Cell

3. Gender Senstisation Cell 4. Anti-Ragging Committee

5. NSS 6. NCC

The constitution of all these statutory are non-statutory committees consists of members from various segments of stakeholder which clearly indicates the de-centralised and participative work culture incorporated within the ambit of Patna University Act and statutes.

File Description	Documents
Paste link for additional information	[NIL](#)
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Patna College had been established in 1863 and since its inception it has functioned with good quality. The improved efforts in implementing better quality policies resulted in getting UGC recognition long back ago.

The prominent reserves that the college currently has are:

- **Qualified and experienced faculty members.**
- **A well equipped library**
- **Laboratories at PG**

There is not only one but many successfully implemented activities based on the strategic plan. e.g. Standardised ICT based teaching learning process, adoption of CBCS in some subjects like Geography, BBA, BMC, BCA strong grievance redressal mechanism, automation of financial function and etc.

The college has its own cultural, sports, ecological and social committees to work in a multi-faceted manner and boost excellence in various spheres of the life of students.

Use of ICT in teaching in various courses is a usual practice and the teachers also adopt to the most recent ways of teaching through the modern ICTs.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	[NIL](#)
Upload any additional information	**No File Uploaded**

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies,

administrative setup, appointment and service rules, procedures, etc.

The orgainsation structure of the institution may be seen as:

- Teaching : Principal (Head of the college), HoD, faculties.
- Non-teaching : Head assistant, accountant, UDC, LDC, instrument Keeper, fourth grade employee.
- Assistant librarian.

- Recruitment procedure : Patna College belongs to Patna University. The university follows a form of recruitment process. Job specification for the vacant position is identified, advertisements are placed in the newspaper and on the university website and applications are invited from the suitable candidates.
- Service Rules : Service rules are mentioned in the appointment letter given to the staff at the time of recruitment. It includes rules and regulation of all employees of the institution in addition to rules regarding leaves duties, preventions, resignation, termination code of conduct etc.
- Grievance Redressal Mechanism : Grievance cell is the primary body of the college which receives grievances of both staff and students. The members of the cell arrange for an appropriate and early redressal of the grievance depending on nature and magnitude of the grievance. Grievances received from other sources like suggestion box and feedback form are also redressed.
- Faculty : Faculties are recruited to the best of their capabilities and they look after the overall academic curriculum of the institution with respect to various disciplines.
- Staff Council : The staff council of the college includes both teaching and non-teaching staff of the college .

Besides, there are also various committee like :-

1. Building Committee
2. Admission Committee
3. Library Committee
4. Staff Council
5. Purchase Committee
6. NSS Committee
7. NCC Committee
8. Anti-ragging Committee
9. IQAC
10. Grievance Cell

11. Gender Sensitisation Cell

File Description	Documents
Paste link for additional information	NIL
Link to Organogram of the institution webpage	NIL
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**C. Any 2 of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare measures for teaching and non-teaching Response 1.G.P.F. Facility 2.Group Insurance Scheme for teaching and non-teaching staff 3.Transport Allowance 4.Appointment as non-teaching staff on compassionate grounds of the wards of teaching and nonteaching staff 5.Community hall or vacant Residential Quarters made available at very low price for the purpose of marriage or similar ceromony. 6.Teachers Welfare Fund 7.Salary Advance to needy staff members 8.Arrangement of personal loans form Bank 9.Provision of ex-gratia payment for third and fourth grade employees in the case of serious illness or death. 10.Central dispensary with medical facilities exists for the teaching and non-teaching staff and students of the College. 11.Cooperative society is present with provision of loans to employees and teachers. 12.Provision for reservation exists in

```
admission for wards of teaching and non-teaching staff. 13.Staff
club facility for employees 14.Free uniform of class IV employees.
15.PUTA, PUEA and PUCEA are present for teachers and employees. The
Patna University is having its own health centre known as central
dispensary and it provides medical facilities. Students, staffs and
faculties of Patna College also get benefit from this health centre
for its students, teachers and non-teaching staff to get the benefit
of this medicinal facility, health card with photograph issued by
head for the concerned department.
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File Description	Documents
Paste link for additional information	[NIL]()
Upload any additional information	**No File Uploaded**

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

10

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	[View File](#)
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

- ○ **The performance appraisal and promotion of teachers is the prerogative of Patna University as per the UGC guidelines. The College complies to that in the following manner:-**

- • **CCR of an individual teacher is made & forwarded by the principal of the College which is helpful in the promotion of**

teachers.

- The credentials of service book filled by teacher is verified and approved by principal such as-

- Educational qualification
- Research work interest etc.
- Honours and awards
- Research publications
- Research project
- journal publications
- Other matters forwarded by the principal regarding teachers.
- Punctuality
- Communication and presentation skills interaction with students
- Clarification of doubts
- Professional ethics and codes of conduct

Overall ranking and feedback of teachers by students

File Description	Documents
Paste link for additional information	[NIL](NIL)
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Auditing is an important part of the functioning of Patna college financial management . Here in Patna college all the expenses made by the college and by its different units are audited by internal audit and sometimes all the expenses made by the college and by its different units are audited by the audit team deputed by the Accountants General (AG) of Bihar. All expenses such as of revenue nature are audited by the internal audit. Besides, any such expenditures involving payment from the grants received from the state govt. and the UGC is audited by riz. The internal audit the financial audit and the audit team deputed by AG of Bihar. The audit team deputed by the Accountant general of Bihar does the Test checking of various types of accounts relating to the funds especially received from the state government and UGC. The audit team deputed by the A.G. of Bihar also audits stock registers and conduct audit of Patna college Library , audit of Works department

of the college and audit of all plan expenditure of the college. The internal audit of the college makes a thorough audit of the expenditures of the college.

File Description	Documents
Paste link for additional information	[NIL](NIL)
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Patna College is a constituent unit of Patna University. Patna University mobilizes its funds received mainly form the state government and The UGC under various Heads & expenditures of the university. Funds received from state government are spent on payment of salary of teaching and non-teaching staff of the university. This also holds good for Patna College. Each and every amount of fund received from state joint and UGC are at per with budget allocation. Budget of the university is prepared keeping in mind development criteria of the university. Accordingly provision are made in Budget, which is prepared by a team of experts under the direct supervision of the financial admirer of the university. Financial committee, Senate and syndicate which is intimately made by the state government and the fund is sanctioned which is deployed on different heads of expenditures in accordance with the approval of various stationary committees constituted by the university time to time for efficient are of funds/grants received from government.

The University follows cent percent transparency in use for funds. Further, grants received from UGC are mainly embarked for infrastructural relation growth and development mark of the university.

UGC grants are spent after approval from building committees sales and purchase committee, Finance Committee and Other stationtory committees of the university. All these committees are chaired by the principal of college. The College also mobilizes its resources from funds generated from self-financing and spent, from this fund after getting approval from financial authorities of the college. Resource mobilisaiton is also carried out by the following means:

Students fees

Interest on campus fund

Overhead charges from the research grants received from various gent and non-gent agencies.

Funding from alumni deviors.

Fund generated from above are principally need for maintenance and development of college. To facilitate the above initiatives, the college provides space on lease to various commercial utility facilities for students, faculty members and officials of the college such as banks (Allahabad Bank, P.U. branch) Post office, Railway reservation counter, etc.

Optimum utilisation, utilisation of funds is ensured through:

1. Adequate funds are allocated for effective teaching learning practices that include memberships, inter disciplinary activities.
2. Budget is utilised to meet day to day operational and administrative expenses and maintenance of fixed asset.
3. Enhancement of library facilities needs to augment learning practices and accordingly requisite funds are utilised every year.
4. Adequate funds are utilised for development and maintenance of infrastructure of the college.

Same funds are allocated for social service activities as part of social responsibilities through NSS and NCC.

File Description	Documents
Paste link for additional information	[NIL](NIL)
Upload any additional information	**No File Uploaded**

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

In accordance with the guidelines of NAAC the IQAC was established in Patna College in 10 Dec, 2018

However, since the inception of the college staff council through its various committees has been working as the quality council of the institution. These committees have been looking at the various facts of the college vis academic extra curricular, administrative, extensive services and financial expects. Some of the important committee are admission committee, internal complaints committee against sexual harassment, library committee, ...committee, academic and time-table committee.

The objectives of IQAC committees constituted by the staff council are:

1. **Monitoring quality of the institutions process.**
2. **Implementing quality initiatives, including ICT facilities to improve the quality of teaching learning.**
3. **Implementing quality measures in line with the vision and mission of the institution.**

One of the main objectives of the college is to give quality education to rural and economically and socially disadvantaged students. The institutions has thus been giving fee concession to students every year.

Following are the example of best practices institutionalised in the college as a result of initiatives by internal quality assurance cell through its regular meetings.

1. **Developing a mechanism of student feedback**
2. **External publicity.**
3. **Organising awareness programme on NAAC.**

Whether it is classroom teaching or any programme related to students, their feedback and their expectations are given the utmost priority.

The institutions since its inceptions with respect to NAAC in 2018, has time to time conducted various programmes creating awareness on NAAC (National Assessment And Accreditation Council) among students, teaching and non-teaching staff. NAAC conducts the assessment and accreditation of Higher Educational Institutions (HEI) such as colleges, universities or other recognised institutions to derive an understanding of the 'Quality Status' of the institution.

File Description	Documents
Paste link for additional information	[NIL](NIL)
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institutions receives its teaching learning process, structures and mythologies of operations and learning outcomes at providence intervals through IQAC set up as per the norms.

The college implements the quality policy through IQAC. The IQAC was established and the members are the heads of all the departments and faculty members who belong to various committees of the college such as feedback committee, discipline committee, library advisory committee. This results in the effective implementation of the various decisions made by the cell. The following are the two examples of institutionalised receives and implementation of teaching learning reforms facilities by the IQAC.

1. Measures for strengthening teacher quality.
2. Improvements in the continuous internal evaluation

Strengthening of teachers quality-

The college endeavors in every way to create a congenial atmosphere for teaching learning and research. The college takes initiatives to develop and strengthen the intelligence and intellect of the faculty which not only benefits them but also the students. The faculty are encouraged to publish research papers, participation in seminars and

conferences conduct or attend workshops. They are also encouraged to participate in and out station programmes as well.

Implementation of continuous internal evaluation-

Constant improvements are made with regard to the continuous internal evaluation process. The examination committee looks after the exam schedule time table, setting up the questions and allotment of rooms and assigning duties to the faculties. The evaluation reforms will be made known to the students at the beginning of academic session either orally or through handbook. Teaching and non-teaching staff are updated on the latest reforms and instructed to follow them strictly. The written exam and the non-traditional being the group discussion, preparation of arrangements and charts etc. The college counsels the students who play towards to the evaluation process by giving them arrangements and activities that would create interest in the students to pay attention to the subject.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	[View File](#)
Upload details of Quality assurance initiatives of the institution (Data Template)	**No File Uploaded**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender equity is one of the most challenging issues in any institution. For the smooth functioning of the college and to have a better atmosphere in the college's premises, gender equity plays a pivotal role. The gender sensitisation cell of the college was constituted with the purpose to spread the awareness regarding gender equality and to end gender bias and insensitivity through various programs such as seminars, workshops, poster presentation exhibitions etc.

The cell has also been instructed to deal with the cases regarding harassment and atrocities on female faculties, employees and girl students. The cell has also been directed to take appropriate action against the culprits.

The major objective of this cell is to provide an integrated and interdisciplinary approach to understand the social and cultural matrix regarding gender parity and equity.

The Cell also performs the responsibility of creating healthy and positive norms in the college campus which gives value to every individual irrespective of their gender.

- **The cell will keep an record of the various complaints and grievances received from woman staff and students in separate registers.**
- **The cell is also instructed to settle the issues and problems faced by the female staff and students regarding social harassment and to provide a solution within 10 days.**

The gender Sensitisation Cell of the College is following :-

Sl. No.

Name

Designation

Committee

1.

Prof. (Dr.) Ashok Kumar

Principal, Patna College

Patron

2.

Dr. Kiran Kumari

Associate Professor, Dept. of Philosophy, Patna College

Vice- President

3.

Dr. Snehlata Kusum

Assistant Professor & Head, Deppt. of Philosophy, Patna College

Member

4.

Ms. Shweta Singh

Assistant Professor & Head, Deptt. of Economics, Patna College

Member

5.

Dr. Archana

Assistant Professor & Head, Dept. of Pol.Sc. , Patna College

Member

File Description	Documents
Annual gender sensitization action plan	NIL
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	NIL

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Degradable and non-degradable waste

The college has facilities of having several techniques for the smooth management of biodegradable and non-biodegradable waste. The major concern is to reduce, reuse and recycle the waste material. Except managing the waste, the college also makes it sure not to use anything which is not needed in the college. The college administration keeps many dustbins at the various places, in the campus to collect and segregate various wastes like solid, liquid, kitchen waste etc. There are many committees in the college to administer the process of managing the waste. The waste is collected and is sent to a proper place to recycle it into manure.

The college administration also organises many workshops, seminars,

training programs for the proper implementation of various techniques to dispose the waste. The college administration uses various kinds of dustbins to remove various kinds of wastes such as solid, liquid, kitchen waste etc.

The NCC and NSS units of the college also holds and organises various campus events and programs to clean and manage waste from the college. The NCC and NSS volunteer participate in these programs with great zeal and fervor.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	<u>View File</u>

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Patna College believes in an inclusive and secular approach to all the students belonging to different and various segments of society irrespective of their caste, class, religion, region etc. to establish a coherent and harmonious environment in the campus. To establish cultural, regional, linguistic and socio-economic harmony in the campus, the college celebrates the birth anniversaries and memorial of various great Indian personalities like Mahatma Gandhi, Sardar Patel, Pandit Jawaharlal Nehru, Sarwpalli Radhakrishana etc. The college also held various programs and activities to promote harmony and coherence in the campus. The various departments of the college organised workshops, seminars and other activities to spread a message of harmony, integrity and secularism and anti-harassment awareness in the campus.

The NCC and NSS units of the college also organise various programs and activities to spread the message of harmony and coherence among various sections and groups of students and staffs belonging to various caste, religion, class and region in the campus.

The College Administration encourages students and staff to organise and participate in various programs and activities organised by college, intercollege, university, government and non-government organisation to incorporates and sensitize them towards social, cultural, regional, communal and economic diversity.

Sensitisation of students to constitutional values

The institution sensitizes its students and the employee to adhere to constitutional ethics, values and rooms. The College organises various activities to promote and spread awareness among its

students and faculties. The various department and also the NCC and NSS units of the college held seminars, workshops to nurture its students as the better citizens of the country by following the constitutional obligations.

The curriculum of the college is structural to include various topics that deal with issues from the constitution such as philosophy of human rights, introduction to the constitution of India, Gandhian Thought, practical ethics, funds mental rights etc. The institutes hoist flag during national festivals like the Republic Day, The Independence Day etc. and invites eminent speakers to inspire and motivate students and employees about the contribution of the freedom fighters to the nation.

The college also organises curricular and extra-carricular activities such as elocution, Quiz, debate competition etc. to promote and discuss many topics that include topics regarding ethical values, rights, duties and responsibilities of citizens. The students enthusiastically participate in various activities like poster making completion, expert talks, conferences, workshops to enrich and get themselves acquiant with constitutional value and ethics.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Nil

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers,	D. Any 1 of the above

administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

National festivals play a pivotal role in creating a sense of nationalism and patriotism among any nation. Any institution celebrates these national festivals with great zeal and fervour to remember and pay hornets great deeds of own great national and international leaders. All the students and faculties of the institution come together to celebrate these events to spread the message of universal peace lone unity and brotherhood. The NSS and NCC units of the college various national and international.

The following is the list of activities and events celebrated by the institution :

Events to remember the great national and international personalities.

Independence Day – Independence Day is celebrated on August 15, every year in the institution. Parades and flag hoisting are organised by the college administration. NSS and NCC volunteers play a pivotal role in making this event more beautiful and charming.

Republic Day : The institution celebrates the Republic Day on

January 26, every year to commemorate the makers of Indian constitution with a message that India is the largest democratic republic in the world and it strongly adheres to the principles of constitution of India. The students are also inspired to follow the message enshrined in the Indian constitution.

Gnadhi Jayanti : Gnadhi Jayanti is celebrated by the Institution on October 2, every year to pay homage to Mahatma Gandhi 'The Father of the Nation'. The students are inspired to follow the Gandhian ideologies of truth and non-violence.

International Yoga Day : The institution celebrates International Yoga Day on 21st June, every year. A yoga camp is organised in the college where the yoga experts instruct the staff and students of the college to perform various yoga positions. The various benefits of yoga are also explained by the yoga teacher.

Besides, the above-mentioned events, the institution along with its NSS and NCC units, also celebrates various other events like Martyr's Day, The Kargil Diwas, Sadbhavans Diwas, Voters Day, Swachh Bharat Abhiyan, National Unity Day, National Constitution Day, International Woman's Day etc. portray the performance of the institution in one area distinctive to its priority and thrust.

The distinction of the college lies in purely being an arts college and for prioritizing language and social science studies being called the Oxford of the East, the college runs many arts based subjects, such as History, Political Science, Sociology, Psychology, Philosophy and Geography. Among the language group, it has courses from English, Hindi, Urdu and Sanskrit. One of the oldest institutions in eastern India, the institution owns some of the best intellectuals who are profoundly dedicated to their teaching activities. Founded in the year 1863, Patna University was established in 1971. The institution has produced some of the great figures who are holding some of the most prestigious positions in Bihar as well as in the country.

Vision : The vision of the college has been promotion of quality education with emphasis on research activities.

Priority : The priority of the college has been the creation of persons of character, integrity, comprehensive personality, education and strength to face the challenges of future successfully.

Thrust : The thrust of the institution has been to produce capable

persons who can prove their worth in any walk of life and to make them potentially viable to take up various tasks of responsibility.

Future plans of action for next academic year:

- Patna College is going to start choice based credit system (CBCS) at the under graduate level. The institution strongly believes in imparting quality education to its students. The college always believes to be in tune with the national and global standards.
- The availability of adequate infrastructure is an imperative need for the qualitative teachings-learning process. Smart classes rooms language labs, the renovation of Gymnasium Hall and upgradation and automation of the library are the major concerns for the next academic year.
- The college always believes in ensuring the safety and security of its students and faculty. The institution is going to enhance its focus more on the safety and security measures of the campus. The college is also going to ban the entrance of the outsiders in the campus to check outside interference.
- The college will also try to emulate and maintain the green environment in the institution from the next academic year. There will also be an emphasis on developing gardens in the campus ground.

The teachers will also be provided with great academic ambiance which will motivate the teachers and students to participate in the teaching activity with more zeal and enthusiasm.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. (a) Title of the practice : Integrated teaching of PG and UG. Teaching happens to be the most integral responsibility of any college or university. Patna College adopts an integrated teaching

of PG and UG.

(b) Objectives of the practice

- To provide higher education.
- To impart quality education.
- To develop research capabilities in students.

(c) Context

Patna College, establised in 1863, is the oldest institution in Bihar. From its establishment the college has been imparting higher and quality educations. (d) Evidence of Success : Being the mother of many institutions, it has produced many great dignitaries who are holding various reputed posts, in the state as well as in the country. Successful professionals have continuously been selected and joined various jobs in the fields such as teaching, research, bureaucracy, administration, politics etc. Governors, diplomats, national poet like Ram Dhari Singh, Dinkar and national leaders like Jay Prakash Narayan, Ravi Shankar Prasad, J.P. Nadda etc .have been the products of Patna College. A few years back some vocational courses like BBA, BCA and BMC have been introduced keeping in view the demand of the time and to produce competent professionals. Some students from BMC have even qualified in the UPSC allied services.

Problems encountered and Resources required :

1. Scarcity of Human resources.
2. Insufficient funding
3. Frequency in the change of institutional headship.
4. Shifting of the priorities of the students
5. Growing politics and rowdism in the campus
6. Too much political intefernce.
7. Political patronage to the hostel inmates.

2. (a) Title of practice : Spread of greeneries in the campus.

Greenariness in any campus plays a pivotal role towards the cleanliness of the institution concerned. It provides fresh environment to all campus inmates.

(b) Objectives of the practice :

To establish fresh and clean atmosphere in the campus.

To enhance and enrich the quality of the campus.

(c) The context :

Being the oldest educational institution in Bihar, green practices have always been the central purpose in Patna College to provide its students and faculties with a clean and fresh environment.

(d) Evidence of Success :

Patna College administration have always given priority in spreading greenariness in its campus. The evidence of this success is the presence of hundreds of trees and flowers in the campus which bloom with all their majestic branches green leaves and flowers. The institution on various occasion saps various kinds of trees and flowers to accomplish its mission of keeping the campus clean and green.

(e) Problems encountered and resources required :

1. **Lack of sufficient funds from the government.**
2. **Scarcity of human resources.**
3. **Scarcity of technical infrastructure.**
4. **Interface of the outsiders in the campus.**

File Description	Documents
Best practices in the Institutional website	NIL
Any other relevant information	NIL

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Patna College is one of the oldest institutions in the eastern India. It was founded in the year 1863, consequently it is the mother of Patna University also, which came into existence in 1917. The college has established its reputation in imparting unparalleled qualitative education of international repute. It has produced a galaxy of intellectuals and alumni of the college are performing across the world. The vision of the college is not only imparting qualitative education but also focusing on research activities. Priority - The priority of the college has been producing men and women of character. The college is highly concerned with the growth of personality, education, empowerment and to face the challenges of

successfully through the qualitative education. Thrust - The thrust area of the college has been to produce capable persons suitable for different walks of life and potentially viable to take up their jobs, assignment and various others options of appointments.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

- **Patna College is going to start choice based credit system (CBCS) at the under graduate level. The institution strongly believes in imparting quality education to its students. The college always believes to be in tune with the national and global standards.**
- **The availability of adequate infrastructure is an imperative need for the qualitative teachings-learning process. Smart classes rooms language labs, the renovation of Gymnasium Hall and upgradation and automation of the library are the major concerns for the next academic year.**
- **The college always believes in ensuring the safety and security of its students and faculty. The institution is going to enhance its focus more on the safety and security measures of the campus. The college is also going to ban the entrance of the outsiders in the campus to check outside interference.**
- **The college will also try to emulate and maintain the green environment in the institution from the next academic year. There will also be an emphasis on developing gardens in the campus ground.**

The teachers will also be provided with great academic ambiance which will motivate the teachers and students to participate in the teaching activity with more zeal and enthusiasm.