



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution

BSK College, Maithon

- Name of the Head of the institution **Dr Dinesh Pratap Singh**
- Designation **Principal-in-Charge**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **9431322107**
- Mobile No: **9431322107**
- Registered e-mail **college@bskc.in**
- Alternate e-mail **college@bskcollege.ac.in**
- Address **Near NH 2, Maithon (Dhanbad)**
- City/Town **Maithon**
- State/UT **Jharkhand**
- Pin Code **828207**

2.Institutional status

- Affiliated / Constitution Colleges **Constituent**
- Type of Institution **Co-education**
- Location **Semi-Urban**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **BBMK University**
- Name of the IQAC Coordinator **Dr P Rebecca**
- Phone No. **9934111799**
- Alternate phone No.
- Mobile **9934111799**
- IQAC e-mail address **iqacbskcollege@gmail.com**
- Alternate e-mail address

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://www.bskcollege.ac.in/pdf/AQAR%2022-23.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://www.bskcollege.ac.in/pdf/Academic%20Calender%202024-25.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.52	2022	01/06/2017	01/06/2022

6. Date of Establishment of IQAC

20/04/2015

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

3

- Were the minutes of IQAC meeting(s) and **No**
compliance to the decisions have been
uploaded on the institutional website?

- If No, please upload the minutes of the [View File](#)
meeting(s) and Action Taken Report

10. Whether IQAC received funding from any **No
of the funding agency to support its activities
during the year?**

- If yes, mention the amount

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

Maintaining transparency in Internal Examination by showing answer
scripts to students.

Bringing awareness about and implementing anti-ragging measures.

Reconstituting IQAC committees as per current UGC guidelines.

Employment exchange camp for registering students.

**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
Arrange and stress on Departmental Seminars.	Many Departmental Seminars have been conducted.
Awareness programmes have been organised by the institution for students. To arrange activities for the inclusiveness of students.	Several activities like International Women's Day, Yoga Day, World Tribal Day, World Environment Day, etc have been arranged throughout the year for the inclusiveness of the students
Upgradation of institutional website.	Institutional information is available for all stake holders.
To promote faculty development.	Teachers have participated in Orientation programmes, Refresher Courses, Short Term Courses as required for CAS. Initiative of Career Advancement Scheme (CAS) for teaching staff.
Employment exchange camp.	Many students registered themselves.
Career guidance in collaboration with different agencies.	Career guidance was received well by students.

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

Part A

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• Alternate phone No.							
• Mobile	9934111799						
• IQAC e-mail address	iqacbskcollege@gmail.com						
• Alternate e-mail address							
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4.Whether Academic Calendar prepared during the year?	Yes						
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.bskcollege.ac.in/pdf/Academic%20Calender%202024-25.pdf						
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6.Date of Establishment of IQAC			20/04/2015				
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			3				
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?			No				

<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
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<table> <tr> <th>Name</th><th>Date of meeting(s)</th></tr> <tr> <td>Nil</td><td>Nil</td></tr> </table>		Name	Date of meeting(s)	Nil	Nil
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Nil	Nil				
14. Whether institutional data submitted to AISHE					
<table> <tr> <th>Year</th><th>Date of Submission</th></tr> <tr> <td>2023-2024</td><td>Nil</td></tr> </table>		Year	Date of Submission	2023-2024	Nil
Year	Date of Submission				
2023-2024	Nil				

15.Multidisciplinary / interdisciplinary

Vibrant multidisciplinary study environment is significant to the academic endeavour of the college. It has arranged several multidisciplinary departmental seminars, webinars, poster presentations, etc. The university under NEP 2020 provides students with many subject combination options to opt for. Equity and inclusion through a range of measures, including greater opportunities for public education; provision of scholarships for disadvantaged and underprivileged students, reaffirming the integrity of faculty and institutional leadership positions have been undertaken. In this context, it is notable that NEP 2020 stresses Multi-disciplinary subjects as compulsory for the students. Humanities' students need to take at least one Science and one Commerce subject. Same way, Science and Commerce students take Arts subjects. This has increased the avenues for students who now get a better exposure to different subjects of all disciplines.

16.Academic bank of credits (ABC):

The institutional preparedness in implementation of Academic Bank of Credits is dependent on the guidelines of the Affiliating University (BBMK University) and Higher Education Department, Govt. of Jharkhand. To satisfy the purpose of this initiative, a link between centralised database and the database of the college is to be established for digitally storing the academic credits earned by the students from various courses. ABC will allow higher education institutions to maintain a digital repository of credits earned by students. This is benefitting and will benefit our students in the following ways: It allows academic institutions to lodge and maintain the integrity of the credits. It maintains the authenticity and confidentiality of student credits. It allows easy credit transfer through digital mode. It provides faster credit recognition.

17.Skill development:

The National Education Policy (NEP) 2020 has given special emphasis on acquiring various skills to attain the goal of Samagra Shiksha. The college is already conducting the skill enhancement courses as designed by affiliating University from 3rd Semester. The college also encourages the soft skill development of the students by arranging lectures by eminent persons from different fields also. Besides NEP, the college provides a well-equipped ICT lab for students to hone their skills in computers and encourages entrepreneurship through different

programmes in order to embrace skill development. Skill development of students is essential since it empowers them with additional skills that can be used later on to earn a living. It also helps students to become more disciplined and dexterous. It inculcates respect for labour and makes students better human beings.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The college has made several efforts to integrate Indian knowledge system in its curriculum. Bilingual method as a medium of teaching is used in our college. Students in our college come from poor financial background and are not very well versed in English but prefer the vernacular language as a mode of communication. The Faculties try to clear concepts of students using both Hindi and English languages. As a part of the college's attempt to imbibe respect for Indian culture and tradition, the college celebrates many commemorative days including Republic day, Independence Day, Birthday of Mahatma Gandhi, Martyr's Day, World Environment Day, Women's Day, Children's Day, Voter's Day, Yoga Day, etc. Indian medicinal plants are planted in the campus to strengthen the understanding and utility of those plants. There is a green house made specially for these medicinal plants. These plants have been labelled with their botanical names so as to increase the appreciation of students for Indian medicinal plants. Indian Language and culture are thus a part of the education provided by the Institution. All programmes of the college have the local Santhali dance, traditional welcome of guests with mango leaves and sprinkling with water. Rangoli and mehendi have been a feature of the Youth Festival conducted by our BBMK University every year and Summer Fests in the college.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Following OBE policy our college also keeps record of result of every student. Course Outcomes and Programme outcomes are discussed by the faculty members and displayed on the website. Since we know that outcome-based education (OBE) is education in which an emphasis is placed on a clearly articulated idea of what students are expected to know and be able to do, that is, what skills and knowledge they need to have, when they leave the education system. To share their experiences and to highlight the OBE, successful alumni are requested to come to the campus and talk to the students about the OBE and how it helped them shape their career.

20.Distance education/online education:

During the COVID-19 pandemic, the college had successfully implemented online teaching through G Suite for Education. Most of the online classes were held using the G Suite account only. Assignments and evaluations were also done online. All the meetings were held online. Several webinars and student activity programmes were organised through G Meet. Study materials were uploaded by the faculty members on college website. Even after offline college resumed, several online practices are still exercised. Teachers continue to have whatsapp groups to sort out problems of students and to share extra study materials or information with them when the need arises. Some teachers run YouTube channels and provide links to students to help them gain extra understanding of difficult concepts. Our college is the member of NLIST - INFLIBNET for Scholarly Content to extend e-resources. Free membership is provided to all students through their gmail ids. NLIST allows easy access to students to a wealth of study materials of very high quality and that too in an online mode. During the times when examinations are on in the campus teachers resort to online classes on Zoom or Google Meet to complete the syllabus and share study materials in the Google classroom.

Extended Profile**1.Programme**

1.1

20

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

File Description	Documents
Data Template	View File

2.Student

2.1

942

Number of students during the year

File Description	Documents
Data Template	View File

2.2

1075

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	1002
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	No File Uploaded
3.Academic	
3.1	12
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	42
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	10
Total number of Classrooms and Seminar halls	
4.2	3,304,277
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	35
Total number of computers on campus for academic purposes	
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 College offers the courses allowed by the University incorporating program outcomes (OCs), program-specific outcomes (PSOs), and Course Outcomes (COs) for the Programmes. The syllabus was reviewed and examined by the Board of Studies (BoS) of the University of respective departments for 2022-23. NEP was introduced for the new admissions taken in 2023-2027 session. With a lot of brainstorming and bearing in mind the relevance of local and global needs, the curricula with learning outcomes for different programs was designed by the University. We offer 16 major subjects for students under NEP. The institution takes utmost care to ensure the fulfilment of the course outcomes and proper completion of the entire syllabus on time so that students are well prepared for their examination.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://www.bskcollege.ac.in/arts

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

The academic calendar is prepared by the BBMK University and is followed by all the Constituent and Affiliated colleges. The College has the freedom to prepare its own examination schedule for internal examinations which is prepared by the examination section and displayed on the notice boards of the College and are uploaded on the college website. The internal examination takes place well before the university examination to ensure time for the students to benefit from the advice given after the correction of their papers by the respective teachers. The internal examination schedule extends to several days with only one paper examination lined up for a day. Examination takes place in three sittings, Commerce and Science usually get the first sitting from 9 to 10.30 a.m. while the Arts subjects are allotted time from 11 a.m. to 11.30 a.m., 12.00 to 1.30 p.m. and 2.00 to 3.30 p.m.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.bskcollege.ac.in/pdf/Academic%20Calender%202024-25.pdf

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

B. Any 3 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

06

File Description	Documents
Any additional information	View File
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)	View File

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

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs 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	View File

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

Arts, Science and Commerce are the various faculties in our college encompassing 16major subjects. As regards cross cutting issues relevant to Gender, Environment, Sustainability, Human Values, and Professional Ethics, the faculties of various departments teach the syllabus as designed by University after adiscussion of the same in the Board of Studies further followed by approval in the Academic Council. The syllabus has elements that make students Gender sensitive and imbibes human values in students. To sensitize students towards environment and health, International Yoga Day was observed on 21 June 2023 wherein all the faculties and students took an active part which also included a one-hour yoga session conducted by the faculty of Department of

History as resource person. World Environment Day was observed on 5th June 2023. Rashtriya Ekta Diwas Pledge was taken on 1st November 2023, celebration of International Adivasi Day by History Department on 8 Aug 2024, Voter Awareness campaign conducted under Matdata Jagrukta by NSS on 10th May 2024, a seminar on Nasha Mukta Bharat on 15th March 2024 by NSS along with Brahmakumaris and telecast of Prime Minister Narendra Modi's speech called Viksit Bharat on 13 March 2024.

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	View File

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

2

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
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
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

51

File Description	Documents
Any additional information	View File
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

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	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	https://www.bskcollege.ac.in/feedback_form/student-feedback/

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 sanctioned seats during the year

1139

File Description	Documents
Any additional information	View File
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

272

File Description	Documents
Any additional information	View File
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 strengths and weaknesses of the students are analyzed based on the orientation program/ Induction program, imparted to the students in their first year both at the department and college level .Based on the fruitful sessions held to assess the fast learners and slow learners, the syllabus is covered and revised periodically.In addition, as per the mutual convenience of both teachers and students, apart from the regular classes, remedial classes are held for slow learners. Further, based on their inherent capabilities, for slow or passive learners who need motivation, WhatsApp groups are created to enable them to assess, address and access the concerned faculty for the enhancement of their academics, and the platform is effectively used for better communication and understanding student related issues which are addressed immediately. Tutorial classes are organised for the slow learners.Remedial classes are there for the SC/ST students coming from remote areas and poor households.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1048	29

File Description	Documents
Any additional information	View File

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 Academic year of 2023-2024 involved organizing many department level seminars and interactive sessions for the students being exposed to projects and fieldwork. In a blended mode of teaching-learning, delivering on online platforms as experiential learning and honing their teaching-learning methods, has become a new norm for the faculties who have now become well accustomed with this new method. These practices enhance the Teaching and Learning activities that prove beneficial to both teachers and students. Students are encouraged to undergo internship programs across different departments under NATS (National Apprenticeship Training Scheme) as a part of a drive by the Ministry of Education, Government of India which facilitates experiential and participative learning while working in society or industry. Internship programs enable students to solve real-time problems. Geography department has excursion as part of their curriculum in which students are taken to geographically strategic places to enhance the learning experience of students by witnessing formations on the earth's crust and experiencing landforms/ water bodies.

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

To enhance the ICT tools and technology, the administration encourages students and teachers to use interactive panels and computers installed in the campus. PowerPoint presentations and computer based materials along with conventional blackboards are used as a regular mode of teaching-learning as means of pedagogy by all the faculty. This enables students to access an integrated mode of learning. The college has membership of INFLIBNET which is made accessible to all the Faculty and students to enable them to have quality study materials at no cost. Digital smart boards are installed in most of the classrooms. All Digital boards can be operated using a laptop or directly as a computer. 3D animations from the web are used for effectively understanding complex concepts especially in Science. Teachers run their own youtube channels and upload lectures on it as study materials for students. During times when the College is made a centre for examination, teachers take online classes using Zoom or Googlemeet to complete the syllabus and solve the doubts of students.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.bskcollege.ac.in/gallery

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

0

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

12

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	View File

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

4

File Description	Documents
Any additional information	No File Uploaded
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

123

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.

Students are allowed to take internals as per the schedule issued by the college. Results are displayed and copies given out after correction, mistakes are pointed out, measures for improvement are suggested. Any grievance related to examination is resolved by the subject teacher on the initiative of the examination section. The students are given questions in the internal examinations related to topics taught in the class. Students are often suggested to write the answers again as home assignments incorporating the suggestions made by the examiners in the test-scripts. If there is any tabulation related error in the assessment, corrections are duly made by the examiner and the corrected marks is officially posted against the name of the concerned student to the University via the Examination section. The corrections are made with a copy of the answer script and attendance sheet of the concerned student.

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

College follows IT integration as a practice, right from the beginning of Admissions through the Chancellors portal, registering roll numbers, issuing admit cards, and entering marks in software, up to the declaration of results, the examination section is fully automated. Students are allowed to take internals as per the schedule issued by the college. Results are displayed and copies given out after correction, mistakes are pointed out,

measures for improvement are suggested. Any grievance related to examination is resolved by the subject teacher on the initiative of the examination section. The Institution ensures that all students are aware of the evaluation process through the college prospectus which is updated annually. The Orientation / Induction program held at the beginning of every academic year apprises students and their parents of the evaluation process and the schedule. The students are given questions in the internal examinations related to topics taught in the class. If there is any tabulation related error in the assessment, corrections are duly made by the examiner and the corrected marks is officially posted against the name of the concerned student to the University via the Examination section. The corrections are made with a copy of the answer script and attendance sheet of the concerned student.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

For the 2023-2024 academic year, the College stated learning outcomes for each program and each course. Since the university adopted the NEP syllabus, all courses clearly define the learning outcomes which are stated in the syllabus copies. Alongside, there are sixteen subjects offered by the College in line with the National Education Policy 2020 during the academic year 2023-2024. All department syllabi are placed on the College website i.e. www.bskcollege.ac.in. The Programme outcomes are communicated to the students at the beginning of the session and at the beginning of each Semester. For example, a department's syllabus copy with the outcomes of the program and courses is enclosed herewith.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.bskcollege.ac.in/arts
Upload COs for all courses (exemplars from Glossary)	View File

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

Vision, Mission and Learning outcomes are publicized through our website and examination section assesses the performance of the students and faculty every year. It takes out merit lists of students subject-wise. Student feedback is the primary resource to evaluate the attainment of program outcomes (POs) and program specific outcomes (PSOs). Based on the feedback collected from the students, each department recommends new POs and PSOs to the Board of Studies of the University which incorporates the suggestions given by the respective departments of the college if found useful. To what extent a particular department was successful in attaining the Programme outcome and Course outcome is evaluated by each department. In case of a short fall being found, the department changes its strategies of dissemination of education according to the respective field.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.bskcollege.ac.in/#

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

750

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	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://www.bskcollege.ac.in/>

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)

0

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)	View File

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

3.1.2.1 - 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)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

7

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**04**

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

Extension activities have been carried out in the neighbouring community in the form of awareness programs about hygiene and saying 'no' to plastic campaign. All important days are celebrated like World Tribal Day, Environment Day, Independence Day, Gandhi Jayanti, Youth Day, National Unity Day, International Women's Day, International Yoga Day and Constitution Day . Talks are held from time to time for sensitizing students to social issues. Speakers are invited to share their ideas with their students. Even departmental seminars are conducted on these topics so that students gain all round development during their college education. To sensitize students towards environment and health, International Yoga Day was observed on 21 June 2023 wherein all the faculties and students took an active part which also included a one-hour yoga session conducted by the faculty of Department of History as resource person. World Environment Day was observed on 5th June 2023. Rashtriya Ekta Diwas Pledge was taken on 1st November 2023, celebration of International Adivasi Day by History Department on 8 Aug 2024, Voter Awareness campaign conducted under Matdata Jagrukta by NSS on 10th May 2024 ,a seminar on Nasha Mukh Bharat on 15th March 2024 by NSS along with Brahmakumaris and telecast of Prime Minister Narendra Modi's speech called Viksit Bharat on 13 March 2024.

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

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**

0

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

3.3.3 - 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**3.3.3.1 - 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**

14

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 last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

827

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

0

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	View File

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.

The College has 8 classrooms, 1 department-level seminar halls, one computer centre with 25 computers, and 10 computers located in offices and departments for academic and official use. In addition to the above, the college has an open stage for conducting small cultural programs during Summer Fest. The classrooms are enabled with LAN/Wi-Fi and smart board facilities. The seminar hall is equipped with the necessary ICT facilities. Students use the computer laboratory as browsing centre in addition to getting classes on computer driven studies from time to time. All the available facilities are effectively used for teaching-learning purposes. The presence of computers has enabled the institution to ensure computer literacy among students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.bskcollege.ac.in/gallery

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

The college has a stage with open seating capacity to accomodate 300 students. All cultural programs are held here. For sports we have a sports room and a yoga room. There is a kabaddi and volley ball court. The college plays host to Inter-college badminton tournament organised by BBMK University every year. All indoor games are available on the campus in the sports room. There is a gym with modern equipments. Students have free access to these facilities under the guidance and supervision of the teacher in-charge of the same. Every year Yoga Day is celebrated in the yoga room and students get to practise volley ball in the court.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.bskcollege.ac.in/gallery

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

8

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

8

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.bskcollege.ac.in/gallery
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)**

147170

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)**

Library uses Gennext developed software for library automation. Students need to download an app on their mobiles and access all books and their details online. The categorization is done department wise for ease of access. Students can even check if a particular book is in the library or has been issued out. He can then issue a hardcopy of the same. NLIST membership allows students to access online ejournals and books. The membership is provided free of cost to all the students and teachers using their

gmail ids. This has greatly enhanced the level of study materials available to students. As a result, the performance of students in examinations has improved a great deal.

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

C. Any 2 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)

4900

File Description	Documents
Any additional information	View File
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

30

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

Institution is 5G enabled which will allow us to update all our smartboards at good speed. All the computers have connection to the net at the rate of 30 mbps to 50mbps. The ICT laboratory is fully connected to wifi and all 25 computers there allow students to access the internet. All important notices concerning academics, examinations, assignments are uploaded on the website duly approved by the Principal. Students are able to know about the happenings on the campus and in the field of academics as all the notices are very promptly displayed on the website. The Wi-Fi service providers frequently come to the campus and upgrade their system for giving better services to students and teachers.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.bskcollege.ac.in/

4.3.2 - Number of Computers

35

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

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	View File

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)

147170

File Description	Documents
Upload any additional information	No File Uploaded
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 has a Building Committee which looks after all the repair and building work in the College. There is a Purchase Committee to monitor purchases. The different committees give a go ahead to procurements for different laboratories, library, ICT, Gym, Offices, Library and Departments only then tenders are invited and lowest bidder given the work. For very small works, however, tenders are not invited. There are different teachers made in-charge of ICT and Sports facilities. Library has a librarian and peons to take care of it. Sweepers see to the cleanliness of classes while the amenities in classrooms are under the surveillance of the Head Clerk. Accounts section is run by Bursar I who sees to the expenses along with accountant and clerk. Bursar II sees the income side.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.bskcollege.ac.in/gallery

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support****5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year**

243

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
Number of students benefitted 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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

243

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

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	https://www.bskcollege.ac.in/
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	
90	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
305	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
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	B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
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**

0

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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**

10

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
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**2**

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

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.****21**

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)

BSK College has a very organized and democratically elected Students Association. The student association has elected office bearers comprising a president, vice president, secretary, treasurer and student representatives from first and second year. There are elected positions for looking after extracurricular activities, hospitality issues and other cultural and academic events throughout the year besides students in other supporting positions. The Student Association works to enrich the cultural and corporate life of the college providing opportunities to students to expand their horizons. Various important days include

initiating the new students through Orientation , celebrating National Memorial days: Gandhi Jayanti, Independence Day, Socio-Cultural events: Teacher's Day, Classical art performances during Summer Fest, farewell to outgoing students and Faculty. The College Magazine provides an opportunity to the students to express their flair for writing and creativity through articles, poetry, photographs, paintings, sketches etc. It also highlights the major accolades and prizes won by the students in various national and inter-college competitions.

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

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	No File Uploaded
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

We do not have a registered Alumni association although we intend to get ours registered very soon. The Alumni is active here but not financially supportive. They are called on important occasions and they deliver lectures to our students about success tales of themselves. The Alumni base here comprises of a few thousand

members who keep in contact via Whatsapp groups. On special occasions, invitations are extended to them. They are not very active because of the distance and busy schedule of work into which they have got themselves. However, they are willing to extend their services to their Alma Mater as when the need arises.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

A. ? 5Lakhs

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

For fulfilment of the college's vision and mission, the leadership strives to maintain an open and interactive environment. All stakeholders are actively encouraged to participate and voice their perspectives for effective decision making and policy formulation. A two-way communication channel between the staff and the leadership is an important feature of the college. The Principal interacts with staff and students at formal and informal levels on various occasions. Various Heads of Department meet the Principal who usually participates in departmental meetings and activities when required. They provide informal feedback. Interaction with students is a continuous process. High-quality teaching-learning through innovative methods is emphasized for high academic achievement which is also linked with successful careers for students. Appropriately adapting and responding to changing academic and societal environment is a key to the functioning of the college at all levels. The staff and administration work enthusiastically to comprehend and articulate rapid changes in the academic structure and functioning of the college. The Principal and Staff work in complete unison with each other, in tune with the vision and mission of the college.

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

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

BSK College encourages a culture of participative management by involving staff members in a number of administrative roles. All college operations are managed by committees constituted for academic and non-academic activities. Major committees comprise of teachers and many include non-teaching staff and students as well. The college has created a decentralised structure for decision making where the various committees take decisions in the presence of the Principal. The various committees are responsible for college time table, allocation of co-curricular work, purchases, organizing admission, grievance redressal, women's cell, looking after the welfare of students, preparing working guidelines for effective functioning of the college. The financial powers are regulated by Bursar I and Bursar II who keep a vigilant eye on the various accounts of the college. No financial decision can be taken by the Principal without taking the Accounts Section into confidence. The Examination Section takes care of all the examinations including the Internal examinations and University examinations. The Library is in the hand of the Library committee and the librarian who keeps track of books issued and books ordered. Continuous evaluation, student appraisal and keeping strict vigil on students' attendance every month has helped in improving regularity and performance.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The quality policy of the college is in alignment with the parent University and the UGC. Many of the academic quality policies are

framed by the University and implemented through various committees of the University which are monitored by the Vice-Chancellor. Following are some of the committees of the college that monitor quality: Departmental Committee : Student's performance in examinations and their results are discussed in the meetings of individual departments .Measures are implemented to enhance students' performance. Academic Committee controls and monitors the academic workload and exam results of students. This committee along with time table committee scrutinizes the student-teacher ratio, sanctioned work load and adherence to time table. Time Table committee: The departments along with central time table committee decides workload each year. Development Committee and Building Committee monitor the upkeep and maintenance of the building. The committee facilitates repairs and replacements as and when required in the building as per curricular needs. Discipline committee handles student activities and maintains discipline. The college has duly constituted an Anti-ragging Cell. Besides these, there are other committees as well which work in tandem with the administration to ensure smooth working of the College.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	View File

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 college functions under the supervision of the BBMK University . Principal is the chief executive and administrator of the college who coordinates all the activities. Various committees carry out various functions of the college by cooperating with each other. The decisions related to academics like workload calculation, library purchases, time tables, maintenance of infrastructure, admission are taken by the College through its committees, subject to provisions and ordinances of the BBMK University. The Principal, Prof in-Charge, Bursar, Librarian, Head Clerk, Faculty Clerks carry out all the administrative functions of the college. The college has a well defined organisational structure in the administration staff and laboratory staff. Hierarchy of the staff, service rules, procedures, recruitment,

promotional policies as well as grievance redressal mechanism is defined as per the rules of the University and approved staffing pattern of the UGC.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

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 interfaces	No File Uploaded
Any additional information	No File Uploaded
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

As per the BBMK University norms the following facilities are available to all permanent teaching and non- teaching staff: Faculty appointments prior to 2010 are eligible for pension benefits on retirement. Faculty after 2004 are covered under New Pension Scheme. GPF, gratuity and leave encashment are availed by retiring faculty as per University norms. Leave to teaching and non-teaching staff are given as per the guidelines of the University and UGC. Festival advance and house building loans facility are also available as per University guidelines. The college has provision for admissions of eligible wards of employees. PF loans are sanctioned as per GOI rules. Residential Quarters are provided for teaching and non teaching staff

maintained by the Damodar Valley Corporation on a charge of nominal rent and electricity bill. The Principal of the college is also provided a residence by the DVC.

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)	View File

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)	View File

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

7

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
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 system of teaching staff is under the guidelines of BBMK University. All teachers fill a comprehensive Self-Assessment Proforma at the time of their promotion. The teachers maintain records of teaching, examination, college work,

research and project to calculate API scores. Non-teaching staff get promotion as per the APAR filed by them. These, however, are strictly under the guidelines of the University and College has no hand in the final decision regarding promotions. It lies with the Jharkhand Public Service Commission. IQAC has however started distributing Annual Self-appraisal forms to the teachers and keeping record of the same which has led to quality enhancement and more teachers going for seminars, workshops and FDPs.

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

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

The college conducts regular internal and external financial audits as per the requirement of BBMK University and UGC. The accountant of the college submits a detailed quarterly report to the Principal for planning and monitoring. An Annual statutory report is prepared by an external auditor. The college's external auditor is D. N. Dokania & Associates. They prepare an external audit report which is then sent regularly to UGC through BBMK University. Audits enable the college to have a clear understanding of its financial status and helps the accounts section to plan future developmental works as per the current needs of the institution.

File Description	Documents
Paste link for additional information	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)	View File

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

The college follows the strategies for mobilisation of funds and optimal utilisation of resourced as directed by the UGC. The college accounts department prepares an annual budget estimate in consultation with all the departments and the Principal. This estimate is then sent to UGC by accounts department of the college. The college then receives budget approval letter from UGC on the basis of which all financial utilisation of funds take place. For major expenses, approval from Registrar of BBMKU is taken after recommendation from the Accounts Section of the college. Bursar I and accountant play a major role in running the financial requirements of the college by preparing annual budgets which are sent to the BBMK University for approval and release or allocation of funds thereafter.

File Description	Documents
Paste link for additional information	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

From 20.04.2015 onwards, IQAC was constituted with the following goals: Communication of information on the various quality parameters of higher education.

Development of quality benchmarks for the various academic and administrative activities of the institution.

Documentation of the various activities leading to quality improvement.

Obtaining, analysing action taken on feedback responses from students, parents, and alumni on quality-related institutional processes.

Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters after the first cycle of NAAC.

Encouraging teachers to go for training programs, conducting departmental seminars, keeping campus regging free, taking initiatives for grievance redressal are only some of the works done by IQAC. Quality assurance is a dynamic process and we are moving towards documentation of strategies and processes as per new guidelines for IQAC

File Description	Documents
Paste link for additional information	https://www.bskcollege.ac.in/pdf/IQAC%20Meeting%20Dec%202023.pdf
Upload any additional information	View File

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 recommendations of the NAAC Peer Team in first cycle has been taken seriously. Some initial measures like low toilets for differently-abled students and mobility related aspects have been taken care by the College. Digital Smart Boards have been installed in all Classrooms to transform the experience of Learning to Students in all Departments. Standardisation in Internal Exam Procedure and time taken for results has been reduced. Sports Facilities have been strengthened in the College. Placement Cell has been made pro-active and Student Orientation for Placements has been initiated. The learning outcomes of various courses are analysed from time to time and altered with the needs of the students and demands of the advanced teaching concepts.

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

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)

C. Any 2 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)	View File

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

The College campus is suitable for female students. The main building is under the surveillance of CCTV. The outer side of the main building also is under CCTV surveillance. Rarely unfortunate incidents happen as the college campus is absolutely safe for female students. Their safety and security is linked with the prestige of the college. Male students are well counseled on how to respect female students and how to behave with them. Female Students are counseled on how to behave with male students and take measures for their security. Late entries into the campus are not permitted and security guards take every step to ensure 'no entry' of strangers without college identity cards. Girls' Common

Room has a female attendant to ensure safety of girls and to solve any problem they might come up with. Girls are given contact numbers of female teachers they may call in case of any security threat on the campus. Rooms are continuously monitored by guards and no part of the college is left unguarded.

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	https://www.bskcollege.ac.in/gallery

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	View File

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

For the management of both biodegradable and non-biodegradable waste, the college provides a range of options. Reducing, reusing and recycling waste are being prioritized. The college has a variety of garbage cans to handle different types of waste, including liquid and solid waste. It was highlighted that the campus should become a single-use plastic free campus and that we should take all precaution to avoid using plastic. For the management of solid waste, numerous garbage cans have been placed in various corners of the College which are more frequented by students. The source of solid waste is, therefore, separated. Furthermore, it is ensured that all of these components are recycled using the least amount of resources, including labour. We

dispose off solid waste in a responsible manner. Wherever it is produced, waste should ideally be treated. The deep drainage system is carefully filled with various waste liquids and waste water. Deliveries of e-waste is always made to the proper vendors for distribution. The college is also looking for replacement solutions in certain fields to minimize waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://www.bskcollege.ac.in/gallery
Any other relevant information	View File

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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 with trees and plants

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
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

E. None 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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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).

The institution is located in the serene township of Maithon in the district of Dhanbad. It is close to the West Bengal border which results in a constant inflow of students from Bengal and an amalgamation of cultures takes place on the campus. There is 21 acres of green campus enveloped with residential areas, roads and basic amenities. Over 7000 students along with 12 faculty members come from various cultural backgrounds and add to the rich cultural diversity. Many competitions such as 'Rangoli' and classical dance find place in the Youth Festival organised by the University and display the enthusiasm and teamwork of the faculty with the students. Tolerance and harmony of cultural, regional, linguistic, communal, socio-economic and other diversities is best achieved by The Youth Festival organised by BBMK University which provides an inclusive environment. Regional events are also celebrated at the institution in accordance with the calendar provided by the university. International Yoga day is celebrated every year. The cultural programmes in College have themes of communal and inter religious harmony. Social connect with rural people residing in and around the institute is also encouraged. Respecting the cultural, communal, socio-economic and linguistic values of locals is taught through NSS programmes.

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	View File

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

During the last five years, various initiatives have been taken by the College for sensitization of students and employees to their constitutional obligations: values, rights, duties, and responsibilities. The vision statement of the College states that it strives in a focussed manner to create responsible citizens. The classroom seminars are held at regular intervals so as to inculcate values among students. Apart from that, important days such as Independence Day, Gandhi Jayanti, Youth Day, National Unity Day, International Women's Day, International Yoga Day and Constitution Day are organized every year. Students are asked to write essays, make speeches, recite poems, sing songs and present dances on the relevant subjects during these days. All the teachers including the Principal are generally present in all such functions and present their views in an inspiring way. Organizing such functions goes a long way in sensitizing the students and employees towards their Constitutional responsibilities. The NSS Unit of the college frequently runs special drives of cleanliness and hygiene. The college caters to the educational needs of students coming from various faiths and beliefs. The college is a seat of communal harmony and the students inculcate the habits of liberty, fraternity and equality on a daily basis to render students in to responsible citizens.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, 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.

C. Any 2 of the above

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

In order to maintain harmony, a positive working environment and to inform the students about their rich cultural history and sense of national pride, the institution regularly commemorates and recognises National/International Commemorative Days. Every year, the college celebrates national holidays like Independence Day and Republic Day with fanfare by flying the flag of the country over the campus. It also organises Teachers' Day on September 5th, and esteemed educators are asked to deliver a speech on Teachers' Day. The college holds essay writing and elocution competitions in honour of Mahatma Gandhi's birthday festivities. The college observes Children's Day in Pandit Jawaharlal Nehru's memory on November 14 each year. National Unity Day is observed on Sardar Vallabhbhai Patel's birth anniversary. A lecture on the constitution is given as part of the celebrations for Dr. B. R. Ambedkar's birthday. The college also celebrates the following- National Voters' Day 25th January, Human Rights Day 10th December, International Women's Day 8th March, Republic Day 26th January, Independence Day 15th August, World Environment Day 5th June and several more.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
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. Title of the Practice : National Service Scheme (NSS) The college has a strong NSS wing working under the NSS Cell. The institution promotes NSS for the all round development and character building of the students as well as to extend its activity at the community level. NSS is the platform for community service. The college has adopted Kalimati and Aamkura village for its extension activity. These are very under-developed villages. Hence, under NSS the college promotes extension work, bringing together the campus and the community. The college follows Regular Activity and Special Camp Activity to help students understand the community in which they work and also to understand themselves in relation to their community.

2. Title of the Practice: Centralized Internal Examination Mechanism

The main purpose of introducing Centralized Internal Examination Mechanism in BSK College is to bring transparency in the periodic evaluation of teaching-learning process. The Centralized Internal Examination Mechanism ensures transparency in the internal examination process. From taking out timely examination schedules to ensuring free and fair examination to clearing glitches in results, everything is covered by this mechanism. It also assesses the performance of students and makes the examination an internal and integral part of the teaching process.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

The Institution is placed in a tribal dominated area with small villages in the vicinity. These tribals have their regional languages and have a separate identity. It is the pious aspiration of the Institution to preserve these tribals and help them acquire education and be at par with the developing world. To achieve

this, the institution sees to it that NSS (National Service Scheme) helps to make students aware of the existence of such ethnic minorities and to ensure that their identity is not harmed and their privacy is not breached in any manner. The NSS organizes several programmes at regular intervals such as blood donation, free eye check-up camps, organising job fairs, cleanliness drives in which students coming from these rural backgrounds are especially encouraged to participate actively. Besides, there is reservation of seats for SC/ ST/OBC which ensures education to them at a very reduced rate. Even at Youth Festival, tribal dances are preferred for performance to help these students overcome their stage fright and shyness

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

The following events have been scheduled for the upcoming academic year 2023-24:

Encouraging Faculties to pursue FDPs at regular intervals and to publish Quality Research Papers in UGC Refereed Journals. Tally programme, Cyber Security courses, Computer Certification Courses in collaboration with UDEMY for college students. HB testing for women in the campus and nearby villages through NSS as well as cleanliness and hygiene awareness drives. Free health checkup for college students and nearby villages can be done with the help of nearby Hospitals. Training of College students who want to give competitive exams through Chanakya Academy, Placement drives on campus in collaboration with various firms, getting all the students of Semester 6 registered on the Employment Exchange portal to ensure maximum placements by setting a camp for the same, making MOUs with nearby institutions for student and faculty exchange and with industries as well as banks to ensure training and internship for our students.