



# **C. M. College (Arts & Commerce)**

L N Mithila University

Darbhanga, Bihar

**NAAC TRACK ID : BRCOGN12251**

## **The Annual Quality Assurance Report (AQAR) of IQAC 2017-18**

*Submitted to*

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL (NAAC)**

*An Autonomous Institution of the University Grants Commission  
P.O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore- 560072 India*

## Content

<b>Sl No</b>	<b>Part</b>	<b>Criterion</b>	<b>Page</b>
01	<b>A</b>	i. Details of the Institution	3-5
02		ii. IQAC composition and Activities	6-8
03	<b>B</b>	i. Curricular Aspects	9
04		ii. Teaching, Learning and Evaluation	10-12
05		iii. Research, Consultancy and Extension	13-16
06		iv. Infrastructure and Learning Resources	17-18
07		v. Student Support and Progression	19-21
08		vi. Governance, Leadership and Management	22-25
09		vii. Innovations and Best Practices <b>SWOC analysis</b>	26-30
10		viii. Plans of Institution for AY 2017-18	31
11	Annexure I, II & III		32-39

## Part – A

### 1. Details of the Institution

1.1 Name of the Institution

C. M. College (Arts & Commerce)

1.2 Address Line 1

Kilaghat

Address Line 2

--

City/Town

Darbhanga

State

Bihar

Pin Code

846004

Institution e-mail address

Primary email – [cmcollegedbg@gmail.com](mailto:cmcollegedbg@gmail.com)  
Secondary email – [principal@cmclnmu.ac.in](mailto:principal@cmclnmu.ac.in)

Contact Nos.

06272-222320

Name of the Head of the Institution:

Dr. Mushtaque Ahmad

Tel. No. with STD Code:

---

Mobile:

9431414586

Name of the IQAC Co-ordinator:

Dr. Md. Zeya Haider

Mobile:

9955038455

IQAC e-mail address:

iqac@cmclnmu.ac.in

1.3 NAAC Track ID (For ex. MHCOGN 18879)

BRCOGN12251

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

EC (SC)/07/RAR/04 dated 11.05.2015

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address:

www.cmclnmu.ac.in

Web-link of the AQAR:

<http://cmclnmu.ac.in/wp-content/uploads/2018/12/AQAR-2017-18.doc>

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B <sup>++</sup>	82.50	2005	2005-10
2	2 <sup>nd</sup> Cycle	B	2.84	2015	2015-20

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

01/04/2006

1.8 AQAR for the year (for example 2010-11)

2017-18

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

- i. AQAR 2014-15 submitted to NAAC on **31.10.2018**
- ii. AQAR 2015-16 submitted to NAAC on **24.12.2018**
- iii. AQAR 2016-17 submitted to NAAC on **24.12.2018**

1.10 Institutional Status

University

State

Central

Deemed

Private

Affiliated College

Yes

No

Constituent College

Yes

No

Autonomous college of UGC

Yes

No

Regulatory Agency approved Institution

Yes

No

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

Type of Institution    Co-education        Men        Women      
    Urban        Rural        Tribal      
 Financial Status    Grant-in-aid        UGC 2(f)        UGC 12B      
    Grant-in-aid + Self Financing        Totally Self-financing   

1.11 Type of Faculty/Programme

Arts        Science        Commerce        Law        PEI (Phys Edu)   

TEI (Edu)        Engineering        Health Science        Management   

Others (Specify)

1. Professional Course (BBA & BCA)  
 2. Vocational Add-On Course

1.12 Name of the Affiliating University (*for the Colleges*)

L. N. Mithila University, Darbhanga

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

Autonomy by State/Central Govt. / University     No

University with Potential for Excellence     No

UGC-CPE     No

DST Star Scheme     No

UGC-CE     No

UGC-Special Assistance Programme     No

DST-FIST     No

UGC-Innovative PG programmes     No

Any other (*Specify*)     No

UGC-COP Programmes     No

## 2. IQAC Composition and Activities

- 2.1 No. of Teachers
- 2.2 No. of Administrative/Technical staff
- 2.3 No. of students
- 2.4 No. of Management representatives
- 2.5 No. of Alumni
- 2.6 No. of any other stakeholder and community representatives
- 2.7 No. of Employers/ Industrialists
- 2.8 No. of other External Experts
- 2.9 Total No. of members
- 2.10 No. of IQAC meetings held
- 2.11 No. of meetings with various stakeholders: No.  Faculty   
Non-Teaching Staff  Students  Alumni  Others
- 2.12 Has IQAC received any funding from UGC during the year? Yes  No
- If yes, mention the amount

### 2.13 Seminars and Conferences (only quality related)

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

Total No.  International  National  State  Institution Level

(ii) Themes:

1. Workshop on "Preparing Project Proposals for Funding"
2. Seminar on "The Emerging Trends and Transition of GST in the current Scenario"
3. Workshop on "Art of Writing Research Article"
4. Seminar on "Make in India - Opportunities and Challenges"

## 2.14 Significant Activities and contributions made by IQAC

1. Preparation of Academic Calendar
2. Publication of College Research Journal "Academia Journal of C M College"
3. Strengthening of Career Guidance and Placement Cell
4. Provided feedback in Syllabus enrichment at PG level based on CBCS which was implemented from 2018-19.
5. Encouraged better participation from the stakeholders.
6. Prompted NSS unit for more plantation in the campus.
7. Organised institutional level Seminar.
8. RUSA funding Management.
9. Orientation Program for Freshers.
10. Academic Audit
11. Encouraging teachers to participate in faculty development programs.
12. Motivating teachers to use interactive boards in Smart Classrooms.

## 2.15 Plan of Action by IQAC/Outcome

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

Criterion	Plan of Action	Achievements
Curricular Aspect	Encourage innovative teaching pedagogies.	Faculties have adopted some innovative teaching methods like Group Discussion, Quiz Contest, Home assignment, Student Seminar, Tutorial Classes, Project Work, Use of ICT etc. These methods helped in engaging the students in academic activities and their attendance in classes markedly increased.
Teaching, Learning and Evaluation	Creation of groups for sheer/peer learning.	Students of every courses are divided into three and four groups and they were encouraged to participate in group contest. This technique has successfully helped to instil a sense of competitiveness to the students.
Research Consultancy and Extension	Workshop/seminar in collaboration with IQAC	<ol style="list-style-type: none"> <li>1. IQAC organised 04 Seminars on important topics</li> <li>2. 08 Seminars and Workshops were organised by the College through its NSS Unit and Prabhat Das Foundation (NGO) on different topics.</li> </ol>
Infrastructure and Learning Resources	Computer skill training by 3rd year BCA students.	One week training program was organised for BCA 3 <sup>rd</sup> year students in which 35 students were participated.

Student Support and Progression	To Conduct Student Union Election	After a long gap Student Union Election was successfully conducted in the College.
Governance Leadership and Management	Encourage more flexibility and transparency in administrative works.	The College Advisory Committee has been reshaped and formalised. The plans and policies are discussed with all concerned and their views and suggestions are taken. The final plan is put before the concerned committee and decisions are taken on the basis of consensus. Duties and responsibilities are also distributed.
Innovations and Best Practices	Eco friendly, differently abled friendly, tech friendly academic environment.	<ol style="list-style-type: none"> <li>1. Ramp, toilets and restroom for differently abled were constructed in every building</li> <li>2. Divyang Students were more favourably treated in providing library facilities.</li> <li>3. More plantation in the Campus</li> <li>4. It was also decided by the College administration that Guest in every program would be welcomed with mud potted plant instead of giving artificial bouquet and other things.</li> </ol>

\* Academic Calendar of 2017-18 annexed as annexure I

2.15 Whether the AQAR was placed in statutory body      Yes       No

Management       Syndicate       Any other body

Provide the details of the action taken

AQAR was placed in College Advisory Body and the same was approved with some modification.



**Part – B**  
**Criterion – I**

**1. Curricular Aspects**

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	<b>01</b>	-		
PG	<b>10</b>			
UG	<b>15</b>		<b>02</b>	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	<b>02</b>		<b>02</b>	
Others				
<b>Total</b>	<b>28</b>		<b>04</b>	
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	<b>10</b>
Trimester	<b>NA</b>
Annual	<b>15 (UG) + 2 (Certificate course of 6 months duration)</b>

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
(On all aspects)

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

*\*Analysis of the feedback in the Annexure: II*

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

Not Applicable

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

Not Applicable

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	39	10	24 (CAS)	07 (CAS)	

2.2 No. of permanent faculty with Ph.D. 28

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
		21		05						

2.4 No. of Guest and Visiting faculty and Temporary faculty 02 06 --

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	06	16	03
Presented papers	02	17	07
Resource Persons		02	

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

1. Guiding students to participate in Departmental Seminar and Quiz Contest.
2. Micro Teaching in practice
3. Use of ICT in teaching learning process

2.7 Total No. of actual teaching days during this academic year 197

2.8 Examination/ Evaluation Reforms initiated by the Institution  
(for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) Our University has adopted the Bar Coding of answer books.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development -- 11 --  
as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students 71

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction (Number)	I (Number)	II (Number)	Total Passed (Number)	Pass %
BA Hons-English	136	Nil	26	94	120	88.23
BA Hons-History	211	Nil	25	181	206	97.63
BA Hons-Economics	129	Nil	31	92	123	95.35
BA Hons-Pol. Sc.	79	Nil	04	75	79	100
BA Hons-Maithili	03	Nil	03	--	03	100
BA Hons-Sociology	17	Nil	03	59	62	88.57
BA Hons-Hindi	58	Nil	08	48	56	96.55
BA Hons-Urdu	15	Nil	10	05	15	100
B Com Hons	414	Nil	178	214	392	94.69
BA Hons-Psychology	61	Nil	35	20	55	90.16
BA Hons-Sanskrit	11	Nil	10	--	10	90.91
BA Hons-Mathematics	11	Nil	05	04	09	81.81
BA Hons-Philosophy	06	Nil	03	03	06	100
BBA	Result Awaited					
BCA	Result Awaited					
Certificate-Lib Sc	--	--	--	--	--	--
Certificate- Journalism	--	--	--	--	--	--
MA-English	29	Nil	27	02	29	100
MA -History	186	Nil	70	105	175	94.09
MA -Economics	19	Nil	14	05	19	100
MA -Pol. Sc.	72	Nil	30	33	63	87.5
MA -Maithili	08	Nil	08	--	08	100
MA -Sociology	82	Nil	14	61	75	91.46
MA -Hindi	14	Nil	12	01	13	92.86
MA -Urdu	33	08	25	--	33	100
M Com	186	Nil	157	23	180	96.77
MA -Psychology	101	Nil	87	10	97	96.04

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

1. Through analysing feedback given by the Student
2. Through analysing result of the Student

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	01
Orientation programmes	02
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	08
Others	01

### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	45		--	--
Technical Staff (Demonstrator)	01	01	--	--

## Criterion – III

### 3. Research, Consultancy and Extension

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

Workshop on “Art of Writing Research Article”
Workshop on “Preparing Project Proposals for Funding”

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--
Outlay in Rs. Lakhs	--	--	--	--

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	02	--	--
Outlay in Rs. Lakhs	--	2,45,000.00	--	--

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	03	02	
Non-Peer Review Journals		04	
e-Journals			
Conference proceedings		01	

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

Range       Average       h-index       Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	02	UGC	Rs 2,45,000.00	Rs 1,50,000.00
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
<b>Total</b>				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
 DPE  DBT Scheme/funds

3.9 For colleges

Autonomy  CPE  DBT Star Scheme   
 INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the  
Institution

Level	International	National	State	University	College
Number		02		01	04
Sponsoring agencies		NGO		College	IQAC

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

3.13 No. of collaboration:

International

National

Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs

From Funding agency

From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
--	--	--	--	--	01	05

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them 29  
93

3.19 No. of Ph.D. awarded by faculty from the Institution 06

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

JRF --    SRF --    Project Fellows --    Any other --

3.21 No. of students Participated in NSS events:

University level	125	State level	--
National level	28	International level	--

3.22 No. of students participated in NCC events:

University level	13	State level	02
National level	17	International level	

3.23 No. of Awards won in NSS:

University level	05	State level	
National level		International level	

3.24 No. of Awards won in NCC:

University level	07	State level	
National level		International level	

3.25 No. of Extension activities organized

University forum	03	College forum	07	
C. M. College AQAR 2017	03		03	--

NCC

NSS

Any other

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

1. Awareness Program on “Child Marriage and Anti Dowry”
2. Blood Donation Camp organised by NSS unit of the College in collaboration with Red Ribbon Club
3. Three day workshop on the occasion of International Yoga Day in collaboration with Central Council for Research in Yoga and Naturopathy, GOI, New Delhi.
4. Seminar on “Problems and Remedies of Environmental Pollution”



## Criterion – IV

### 4. Infrastructure and Learning Resources

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

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	56292 sq mts	-	-	56292 sq mts
Class rooms	42	-	-	42
Laboratories	03	-	-	03
Seminar Halls	02	-	-	02
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

#### 4.2 Computerization of administration and library

<ul style="list-style-type: none"> <li>• Office automation is proposed and will be completed in 2018-19</li> <li>• Library is partially automated. It will be completed in 2018-19.</li> </ul>
--

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	112402	-	331	-	112733	-
Reference Books	823	-	-	-	823	-
e-Books	1350	3,37,500	-	-	1350	-
Journals	1326	-	-	-	1326	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	115	02	02 Access Points	04	01	06	13	-
Added	-	-	--	-	-	-	-	-

Total	115	02	02 Access Points	04	01	06	13	-
-------	-----	----	------------------	----	----	----	----	---

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Training Program for teaching and non-teaching staff organized.

4.6 Amount spent on maintenance in lakhs :

i) ICT	10,15,800.00
ii) Campus Infrastructure and facilities	12,54,780.00
iii) Equipments	2,17,582.00
iv) Others	17,18,450.00
<b>Total :</b>	<b>42,06,612.00</b>

## Criterion – V

### 5. Student Support and Progression

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

- Government scholarships and free-ships
- Concession in fees
- Installments in fees.

#### 5.2 Efforts made by the institution for tracking the progression

- Records of the outgoing students are maintained in every Departments.
- Outgoing students are mandatorily required to furnish details of their future plan, placement and progression at the time of taking transfer certificate/mark sheets of the final examination
- Analysis of Feedback, submitted by outgoing student

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
4306	1180	<b>93</b> (the admission record of PhD students are maintained in University)	--

#### (b) No. of students outside the state

--

#### (c) No. of international students

--

	No	%		No	%
Men	3869	70.52	Women	1617	29.48

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2149	859	--	2487	03	5498	1779	804	08	2892	03	5486

Demand ratio: Data not available due to centralized admission of both UG and PG by the University.

Dropout %: Data not maintained

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

Free Coaching Classes for NET

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET  SET/SLET  GATE  CAT   
IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counselling and career guidance

Free Counselling provided by Psychology Department

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	38	03	Data not available

5.8 Details of gender sensitization programmes

Through Women Cell and NSS Unit of the College, several workshop and Guest Lecture were organized.

5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	154	20,174
Financial support from government	63	2,42,400
Financial support from other sources		
Number of students who received International/ National recognitions		

### 5.11 Student organised / initiatives

Fairs: State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_NA\_\_\_\_\_

## Criterion – VI

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

#### 6.1 State the Vision and Mission of the institution

##### **Our Vision**

“Affirming and building upon its heritage, C M College commits to maintain high educational standards, to foster and inspire student success, to create diverse opportunities for lifelong learning. By attracting strong leadership and distinguished faculty to a college of excellence, we are committed to create an enriched learning environment that empowers students to transform their lives.”

##### **Our Mission**

“The mission of C M College is to educate and develop the whole person. Our students will be equipped to become leaders, living ethical, healthy, useful and fulfilling lives with a strong sense of personal accountability and civic responsibility. To provide a foundation for a lifetime of learning, we are dedicated to foster intellectual growth, aesthetic appreciation, and character development in our students. The C M College community thrives on the principle that knowledge is acquired through discipline, competence is established when knowledge is tempered by experience, and character is developed when competence is exercised for the benefit of others.”

#### 6.2 Does the Institution has a management Information System

NA

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

##### 6.3.1 Curriculum Development

As a constituent unit of L N Mithila University, Colleges are not authorized to initiate curriculum development work at their own. This responsibility primarily lays with the University. At least one member from each of our academic departments participates in all such Curriculum development exercises carried out by the University.

##### 6.3.2 Teaching and Learning

C. M

1. Timely effective implementation of the curriculum is ensured by every Department. The Curriculum prescribed for one term is broken up in different units which is to be completed by the concerned teacher within time frame.
2. Mid-term test is organised both at UG and PG level to gauge student progression.
3. Remedial/Tutorial Classes are organised to boost the performance of slow learners.

### 6.3.3 Examination and Evaluation

As a constituent unit of L N Mithila University, Colleges are not authorized to initiate examination and evaluation reform at their own.

### 6.3.4 Research and Development

The College Publishes every year an ISSN research journal "Academia Journal of C M College"

Students are mentored through their engagement in research projects as a part of their syllabus in 4th sem.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

Apart from central library of the college, most of the departments also started their own departmental library which is easily accessible to the students. Students get the books issued from the departmental library as well.

### 6.3.6 Human Resource Management

The matter relates to the University.

### 6.3.7 Faculty and Staff recruitment

The matter relates to the University.

### 6.3.8 Industry Interaction / Collaboration

Two Collaborations formalised in this year

BBA and BCA students interact with local leading industries and commercial establishments in order to meet their internship requirement. Some of the student go outside Darbhanga also.

### 6.3.9 Admission of Students

- As per university norms and guidelines.
- Prospectus provides the details of admission procedure.
- Multiple checks have ensured dispute and grievance free admission.

6.4 Welfare schemes for

Teaching	Contribution towards Teachers union fund for their welfare. Group insurance, Maternity leave ,etc
Non-teaching	Bonus for administrative and supportive staff during overtime working hours, Festival Advance against Salary Contribution towards Non-Teaching association fund for their welfare. Group insurance, Maternity leave ,etc
Students	Sc Stipend; BC/EBC Stipend; Handicapped Stipend; Minority Stipend and free-ship Scheme.

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done

Yes  No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Peer team	Yes	IQAC
Administrative	-	-	No	--

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

For UG Programmes Yes  No

For PG Programmes Yes  No

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

C M College is a constituent College of L N Mithila University. As such, we follow the standardized procedures of the University.

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

C. M NA



#### 6.11 Activities and support from the Alumni Association

Few departments have maintained their own alumni list and conducts alumni meet at the departmental level.

IQAC has recommended the college administration to formalize annual alumni meet at college level. Registration of College Alumni Association is under process and it will be formalised in 2018-19.

#### 6.12 Activities and support from the Parent – Teacher Association

Parent – Teacher meeting were organised by the every department to share the mid-term test result.

#### 6.13 Development programmes for support staff

One day workshop on Stress Management for Support Staff was organised by Psychology Department.

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

- Presentation of Mud Potted Plant to the Guest in every event instead of artificial bouquet
- To make the College Campus Polythene/plastic free.
- The College campus is No Smoke Zone and Tobacco free
- All electric bulb were replaced with LED bulb.
- Celebration of World Environment Day on 5<sup>th</sup> June, 2018.

## Criterion – VII

### 7. Innovations and Best Practices

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

- **‘Special talks’** in every department delivered by eminent educationists have created great academic interest amongst students.
- **Student Seminar/Quiz Contest** was organised by the every departments of the College and award of Best Speaker was given to the students.

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

Mentioned at column 2.1.

IQAC functioned as the nodal agency to effectively facilitate action related plan of action.

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

1. Differentiated Teaching for Slow Learners.
2. Dress Code for Boys and Girls Student.

These practices proved to be very effective so it was continued with slight improvements.

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

NSS unit of the College organised several programs on the occasion of World Environment Day. The unit has conducted a program in the nearby area of the College to make people aware about the hazards of using polythene/plastic.

7.5 Whether environmental audit was conducted? Yes  No

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

### **7.6: SWOC Analysis**

#### **Our Strengths:**

1. Being the oldest college of Mithilanchal Region, the College has a well-established and widely acknowledged reputation as the leading modern college of Bihar, surpassing many older institutions in the region.
2. The biggest strength of C M College, as an institution, is its highly qualified, experienced, and dedicated faculty who are highly involved in their professional works.
3. We have high quality academic programmes at the undergraduate and postgraduate levels.
4. Our Departments are strongly student centred and focused.
5. We have mentorship system in operation to support and encourage the students.
6. One of the most important sources of our strength lies with the huge strength of learners, particularly those belonging to the weaker sections of the society (SC/ST/OBC/Minorities/Economically Backward) which stands testimony to our social commitment and the important role this institution is playing in social transformation in this officially declared educationally backward area of Bihar.
7. The College is spread in an area of 13.91 acres, which reflects its huge future expansion potentiality.
8. The College has produced a galaxy of learned persons who have made their impact felt in different fields—teaching, civil services, professional services, politics and others. In near future, this may prove to be an important source of support for the institution, as we are set to form an Alumni Association here.
9. The College has a very rich library with number of books totalling almost 1.25 lakh and equipped with *INFLIBNET Facility. Morning to evening* reading facility in the attached Reading Room.

#### **Our Weaknesses:**

1. Lack of competitive culture, due mainly to highly bureaucratic approach of the University as well as the State Government.
2. Little academic and financial autonomy to the College.
3. Most of our courses are of traditional nature. In recent days, some of them are gradually losing their charms.
4. Our curricula and course structure are quite rigid and do not carry much in-built flexibility. It lacks a credit accumulation and transfer system to enable students to pursue opportunities for life-long learning and skill development.
5. High student numbers makes it difficult to connect with students and retain our student centred focus. Moreover, high student numbers means a diverse student body with diverse needs and insufficient resources to address students at both ends of the ability continuum.
6. Traditional class rooms compound our difficulty more. We are still using chalkboards as a definitive component of the classrooms, as a result we face chalk dust filling classrooms and chalk residue on our figure and in our eyes.

7. Laboratories are ill equipped to support such a large number of students in a meaningful way. Besides, apparatuses need to be updated so that students may have an exposure of up-to-date facilities.
8. As no fresh appointment of teachers has been made since last 10 years, hence the College is facing acute shortage of teachers.
9. Average age of our faculty is almost 50 years. Aging while adds experience; it also generates a knowledge gap. In this computer age almost 90 percent of our teachers have no computer literacy. For their updation, facilities need to be created urgently.
10. Supporting staffs lack proper training and motivation. They need proper training to operate modern office equipments and to orient them towards modern office management techniques.
11. Offices need to be equipped with computer networking and other modern office equipments.
12. Our library is though quite rich, but most of our books are of old edition. Visualising the ever growing number of enrolments in the College even these old books are proving insufficient.
13. We lack proper student support system in the College. We don't have any Counseling Centre in the campus to motivate and direct the students to choose a right track; our Health Centre is not equipped to provide more than first-aid facilities; the College as well as the University is totally unaware of the very concept of some of the popular student support practices like, Student Advocate, Career Centre, Campus Ministry and others.

### **Opportunities Visualised:**

1. We have the opportunity to use our reputation for quality programming and our geographic location to develop new programming opportunities and new modes of delivery.
2. Changing demographics in the region and a growing population afford opportunities for us in the form of assured large-scale demand for our different programmes of learning.
3. On the supply side, recent changes in the attitude of the State Government regarding liberal funding to the universities and colleges of Bihar, and the approach of the UGC as well as the Central Government to fund the institutions of higher learning under **RUSA** appear to provide us an opportunity to restructure, strengthen and modernise our institutional facilities and manpower.
4. **Vocationalisation of education** is the need of the day, if we want to lessen the demand-supply mismatch of our higher education system. We, in C M College, were feeling its need since long. It's quite heartening that the newly framed RUSA has underlined such need and formulated a well designed approach to implement it at higher education level. We feel it as an opportunity to realise our dream.
5. If proper updation facilities are put in place, our faculty has definite potential to excel both in teaching and research.
6. Being a premier college of Mithilanchal region the quality of students it gets is far better than other institutions of the region. They can cope with better and tougher courses. If properly fed, they can compete with students of any corner of India.

## Threats Envisioned:

1. Changing composition of our job market has reduced the number of students wishing to pursue general education making it difficult to find students for certain areas. Our exclusive preference for traditional subjects is gradually eroding our relevance and attractions. We seem to focus on education and don't spend much time worrying about whether or not our students are prepared for a career. Our curriculum no longer reflects the need of the industry. If vocationalisation is not adhered to, we are bound to be rendered redundant.
2. Even in the case of most of the traditional subjects that we teach today, courses have not changed for years. Shut off from revision and upgradation, up against recently revised and expanded school syllabi, these antique courses are pushing students into a time warp. At the end of the college education, a cynical, disinterested, and completely disinterested youth emerges. This sense of indifference on the part of university officials is imperilling the education system as well as the society at large.
3. Today, a vicious circle has come to prevail in the higher education field. Teachers set straight and conventional questions for university examinations that a student can guess well in advance, they, therefore, need to learn only selected five to seven questions instead of the whole syllabus, and with such preparation they appear in examinations and usually get good scores also. Teachers are happy as they now need to teach selectively, students are happy as the need to prepare only selected questions, university officials and state government are happy as examinations are held peacefully and results have been declared timely. But, in all these (mis-) deeds the very meaning of higher education is being sacrificed, for which no one seems to be ready to give a serious thought. In such a situation, students feel no need to attend their classes, as they can score well even devoting a month time for such examinations. There is nothing challenging in most of the university examinations. An honest comparison of the question papers of CBSE +2 examinations and any of the university examinations of Bihar can depict that even +2 questions demand more ingenuity, intelligence and intensive study than our university papers!
4. The story does not end here. Recently the State Government has devised a new formula to fund affiliated colleges of Bihar. They will get their fund on the basis of results of their respective college. As a result, when they are brought to evaluate papers, they seem have a tacit agreement among themselves to mark liberally in general, so that, they or their fellow teachers can get larger and larger fund. Hence, for their sheer survival they are again sacrificing the very cause of the education in Bihar.
5. Bihar has recently formulated Private University Act, opening the scope for private players' entrance in the field of higher education. These universities will have their own course-structure and fee-structure. If proper functional and financial autonomy is not granted to us, in near future it will surely amplify our problems related to our aging facility and will threaten our competitiveness to maintain cutting edge research and deliver quality programmes.
6. We have been primarily a teaching institution. Research has got low priority in our scheme of things. But, funding pattern and reward system of our higher education system is highly skewed towards research orientation. This mismatch is posing serious threat to our professional progression and fund-raising capacity of the institution.
7. Politically motivated decisions about introduction of new courses and enrolment capacity therein, without keeping the required infrastructural facilities and strength of the faculty in view, is proving a threat to the high quality of our programmes and is negatively impacting our reputation as the premier institution of the region as well.

8. Acute shortage of teachers is again jeopardizing our endeavour to impart quality education. In 1982, total number of teachers working in our college was 102 and today we have 43 teachers; while the enrolment has increased from 4000 in 1982 to 6000 today. Some of the departments are finding very hard to cope with the situation. For example, in History we have 1100 students against 3 teachers, in Hindi we have 3550 students against 4 teachers, in Commerce there are 2300 students against 9 teachers! Barring a few, in most of the other popular subjects the situation is more or less the same.

### **Strategic Action Plan for Institutional Development Based on SWOC Analysis:**

On the basis of SWOT Analysis Report of the College, we envision following **core challenges** that we plan to meet in the coming four to five years:

1. Upgradation of Faculty through specifically designed Development Support Programmes
2. Enhance Institution Management Capabilities
3. Make our Teaching and Learning Process more effective
4. Gradual shift to more and more Vocationalisation of Education
5. Expansion and Modernisation of our Infrastructural Facilities
6. Enhance Interaction with Industries

## 7. Plans of institution for next year

Sl.No	Criterion	Plan of the Institution
1	Curricular Aspect	To start four year integrated course in Education and few Certificate Course  Adoption of CBCS at PG level
2	Teaching-learning and Evaluation	To start free coaching for State civil services, UGC NET, AND CTET/TET
3	Research, Consultancy and Extension	To organise some National Seminar
4	Infrastructure and Learning Resources	Construction two more classrooms and two more smart classes  Tiles flooring of class rooms in a phased manner
5	Student Support and Progression	Proposal of providing incentives for best performer in sports and cultural activities  To establish support system for student union
6	Governance, Leadership and Management	Office automation
7	Innovations and Best Practices	Constitution of Eco Club  Rain water harvesting

Name: MD ZEYA HAIDER

Name: DR MUSHTAQUE AHMAD



Signature of the Coordinator, IQAC



Signature of the Chairperson, IQAC

\*\*\*

<b>C M COLLEGE , DARBHANGA</b>	
<b>ACADEMIC CALENDAR (2017-18)</b>	
<b>DATE</b>	<b>EVENT</b>
1st July 2017	Start of Admission Process
End July 2017	Orientation /Principal's Address
1st August 2017	<b>Commencement of Term</b>
15th August 2017	Independence Day Celebration
End September 2017	Immersion Programme and Excursion Trip
Mid October 2017	<b>1st CIA for 1st and 3<sup>rd</sup> Semester of PG</b>
November 2017	Diwali Vacation
2 <sup>nd</sup> week of December 2017	<b>Mid-term Test for UG</b>
Mid December 2017	Annual Sports Meet and Winter Carnival
3 <sup>rd</sup> week of December 2017	<b>2<sup>nd</sup> CIA for 1st and 3<sup>rd</sup> PG Semester</b>
End December 2017	Winter Vacation
January 2018	Resume of classes
26th January 2018	Republic Day celebration and Cultural Evening
End February 2018	<b>1<sup>st</sup> CIA of 2<sup>nd</sup> and 4<sup>th</sup> Semester of PG</b>
March 2018	Remedial/Revision crash course
2 <sup>nd</sup> week of May 2018	<b>2<sup>nd</sup> CIA of 2<sup>nd</sup> and 4<sup>th</sup> Semester of PG</b>
May 2018	<b>End of term</b>
June 2018	Summer Vacation



**C.M. COLLEGE, DARBHANGA**  
**Summary of Feedback Received From Faculty Members (N=35)**  
**A. ACADEMIC**

SL.NO	Item	Maximum score	Score obtained	REMARKS
1	The faculty members have a say in designing & updating the syllabus.	5	2.7	<b>Scoring key :</b> 0-1- V. Poor 1-2 - Poor 2-3 - Satisfactory 3-4 - Good 4-5 - V. Good
2	The college is able to attract meritorious students.	5	4.7	
3	Student centered learning resources are available.	5	4.4	
4	Classes are engaged as per schedule.	5	4.7	
5	The faculty keeps updating their knowledge and skills.	5	4.3	
6	The library is utilized by the faculty, research scholars and students.	5	3.9	
7	The College subscribes to research journals for all subjects.	5	2.6	
8	The teachers are encouraged to carry out research.	5	4.8	
9	The teachers are encouraged to organize seminars/conferences/ workshops.	5	4.4	
10	The teachers are encouraged to participate in seminars/conferences/workshops.	5	4.5	
11	The College conducts Internal Exams.	5	4.9	
12	The teachers are encouraged to undertake extension service programmes.	5	4.2	
13	The teachers are encouraged to take-up consultancy services.	5	1.4	
14	The teachers are encouraged to explore link-up with industry.	5	1.9	
	<b>TOTAL</b>	<b>5</b>	<b>3.81</b>	<b>Good</b>

**B. INFRASTRUCTURE**

SL.NO	Item	Maximum score	Score obtained	REMARKS
1	Class-rooms and furniture are adequate	5	3.5	<b>Scoring key :</b> 0-1- V. Poor 1-2 - Poor 2-3 - Satisfactory 3-4 - Good 4-5 - V. Good
2	The laboratories are well-equipped.	5	3.2	
3	Toilets are sufficient for teachers and students	5	2.6	
4	The seminar Hall is up to mark.	5	3.9	
5	Safe drinking water is available.	5	3.6	
6	Sports infrastructure is adequate.	5	2.9	
7	Hostel-facilities are available	5	2.3	
8	Parking facilities are available.	5	3.2	
9	Auditorium is adequate and functional.	5	3.2	
10	The campus is equipped with wi-fi facility	5	3.1	
11	Greenery on the campus is maintained.	5	3.9	
	<b>TOTAL</b>	<b>5</b>	<b>3.21</b>	<b>Satisfactory</b>

## C. ADMINISTRATIVE

SL.No.	Item	Maximum score	Score obtained	REMARKS
1	The administration is constantly making efforts for the development of the College.	5	3.8	<b>Scoring key :</b> 0-1- V. Poor 1-2 - Poor 2-3 - Satisfactory 3-4 - Good 4-5 - V. Good
2	The IQAC is carrying on well to ensure quality in the College.	5	4.3	
3	The faculties are free to express their opinion.	5	3.9	
4	The College administration is accessible to faculty members.	5	3.8	
5	Decisions are taken in a democratic manner.	5	3.5	
	<b>TOTAL</b>	<b>5</b>	<b>3.86</b>	<b>Good</b>

## C.M. COLLEGE, DARBHANGA

## Summary of Feedback Received By Students (N=240)

Ratings		Maximum score	Score obtained	REMARKS
Sl.No.	Item			<b>Scoring key :</b> 0-1- V. Poor 1-2 - Poor 2-3 - Satisfactory 3-4 - Good 4-5 - V. Good
1	Regularity of classes	5	4.3	
2	Extent of coverage of the course (30 to 50%-1 50 to 60%-2 60 to 70%-3 70 to 80%-4 80% & above-5)	5	4.4	
3	Extent of benefitting from the course.	5	3.9	
4	Organization of internal exam (class test) Seminars, Debates, Group-discussion, Quiz etc by the Dept.	5	4.2	
5	Student's Teacher relationship in the dept.	5	4.1	
6	Attitude of teachers towards extending extra help for students.	5	3.9	
7	Overall concern for students.	5	3.9	
	<b>TOTAL</b>	<b>5</b>	<b>4.1</b>	<b>Good</b>

## C.M. COLLEGE, DARBHANGA

## Summary of Feedback Received From Alumni (N=17)

SL.NO	Item	Maximum score	Score obtained	REMARKS
1	I am proud to be an alumnus of this College.	5	4.8	<b>Scoring key :</b> 0-1- V. Poor 1-2 - Poor 2-3 - Satisfactory 3-4 - Good 4-5 - V. Good
2	Whatever I learnt here helped a lot in my career.	5	4.2	
3	I see lots of positive developments in the College in recent years.	5	4.5	
4	The Library of this College is rich and informative.	5	3.9	
5	The environment of this College is helpful for learning.	5	4.7	
6	The alumni have a role in financially strengthening the College.	5	2.6	
7	The College administration takes initiative in enrolling and strengthening the Alumni Association.	5	3.9	
	<b>TOTAL</b>	<b>5</b>	<b>4.08</b>	<b>V. Good</b>

**Best Practice I**

1. Title of the Practice: Differentiated Teaching for Slow Learners
2. Goal: To address the expectation gap and the achievement gap among our Students particularly from disadvantaged section of the Society
3. The Context: Of late we have observed some learning and achievement gaps among our students. Such gaps have been noticed at two different levels: first, many of our students are achieving less than they should at both UG & PG levels; second, there is a performance gap between students of upper class and lower class SC and minority students. Clearly, while former is a problem of expectation gap, later is related with achievement gap. We intend to minimise both of these gaps by increasing our students learning and achievement.
4. The Practice: In the beginning of every academic session the first few classes for the new entrants (i.e. Bachelor 1<sup>st</sup> year and Master 1<sup>st</sup> semester) are held with a view and in a manner to locate the advanced and slow learners among our Students. This is done primarily through classroom discussions and home assignments. Once identified properly we try to make up the gap felt by our slow learners through organising special classes for them keeping in view their preparedness level. We also try to make the composition of class, assignments differentiated- one, for advance learners and another for slow learners. In order to save them from being stigmatized as slow learners among their fellow students we usually spell out both type of assignments before them and give a choice to choose as they like.
5. Evidence of Success: The efforts have recently earned good results in the form of improvement in success rate and performance level of our students in University Exams. In addition to this we have noticed remarkable improvement in class room engagement of our students and their level and quality of response.
6. Problems Encountered and Resources Required: Acute shortage of faculty has been the prime handicap for us. Besides shortage of classrooms has also been a bottleneck. Financial constraints have inhibited us from hiring Guest Teachers to feel the faculty gap and deficiency of classrooms.

## Best Practice II

1. Title of the Practice: Dress Code for Boys and Girls Student
2. Goal: To identify students of the College and to weed out outsiders from the College Campus.
3. The Context: Recently we have noticed that people from the peripheral locality often come to our Campus and create indiscipline and try to damage the cohesive atmosphere of our College To check them we have strictly enforced Dress Code and Digitalized I Card for our students.
4. The Practice: Our prospectus clearly mentions the requirement of Dress Code and its strict adherence. Our 4<sup>th</sup> Grade employee deputed at the main entrance of our Teaching Block are told not to permit entry of any students who are not in required Dress and have proper I Card.
5. Evidence of Success: This has effectively checked the new sense elements from entering and infiltrating in our College Campus. It has substantially reduced number of cases involving those outside elements.
7. Problems Encountered and Resources Required: Our cent percent students have been following dress code and digitalized I Card practices.

The End