Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**GAUTAM BUDDHA MAHILA COLLEGE, GAYA**
Name of the head of the Institution	**PROF.(DR) JAWAID ASHRAF**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**06312220642**
Mobile no.	**9431207416**
Registered Email	**gbmcollegegaya@gmail.com**
Alternate Email	**gbmcollegegaya77@gmail.com**
Address	**S.K. ROAD, BEHIND CIVIL LINE POLICE STATION**
City/Town	**GAYA**
State/UT	**Bihar**
Pincode	**823001**

2. Institutional Status

Affiliated / Constituent	Constituent
Type of Institution	Women
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Shagufta Ansari
Phone no/Alternate Phone no.	07004407142
Mobile no.	9334119942
Registered Email	shagufta.gbm@gmail.com
Alternate Email	shaguftaansari1967@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.gbmcollegegaya.org/AQAR/AQAR_2018.pdf

4. Whether Academic Calendar prepared during the year	No

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
7	B	2.18	2017	28-Mar-2017	27-Mar-2022

6. Date of Establishment of IQAC	24-May-2013

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Regular meeting of IQAC held	20-Jul-2018 1	100
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
State Govt.	Grant	State Govt.	2018 365	2000000
University	Grant	University	2018 365	49486333
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

IQAC works towards improving academic quality. Feedback by faculties as well as students to improve academic quality. IQAC has taken initiatives to make the Mentor System more effective . Teachers are gradually switching over to ICT enabled Method of Teaching according to the students understanding level.

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

Plan of Action	Achivements/Outcomes
Dissemination of important notifications regarding meetings examinations NSS NCC and extra curricular activities to all stakeholders of the institution through circulation of written notices display	Better intimation of notifications to all teaching non teaching staff and students of the college Enhancement of facilities in accordance to the welfare of students

on notice boards in the college and through WhatsApp groups as well Feedback from students	

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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
IQAC	14-Jul-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	28-Feb-2019
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The College is a Constituent Unit of Magadh University, Bodh-Gaya and follows the curriculum prescribed by the University. Our academic calendar is based on the time frame provided by the University. Curriculum provides a framework for the college’s core-teaching & learning. The curriculum is pursued in our college and is the manifestation of it’s philosophy "savidya ya vimuk tay" which translates to “Through Knowledge is Salvation”. Effective delivery of the curriculum is ensured by the implementation of the time-table. At the beginning of the academic session, departmental meetings are held in every department in which the topics in the syllabus are distributed amongst teachers after discussion with them. Routine committee provides a well constructed weekly Routine/time table for every academic session/each year. Departmental Heads prepare the allot classes, which is duly approved by the Principal. Number of classes for each topic is assigned according to the Syllabus. Teachers prepare their lectures according to the Syllabus allotted and prepare Lesson Plans for each topic. Classroom teaching methods based on various needs of different subjects are regularly used for the effective delivery of the curriculum. • ICT – enabled learning – teaching method. • Distribution of synopsis by teachers. • Group discussion amongst the students during the class. • Need based programmes are organized by the departments • Special talks by experts are arranged to provide students exposure and to minimize monotony. • Tutorial and doubt

clearing classes are also conducted based on requirement. • Classes are purely interactive.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	Nil	Nil	0	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	NIL	Nill

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nill	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nill	NIL	0
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Nill
Employers	Nill
Alumni	Nill
Parents	Nill

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Students feedback is obtained on various academic and administrative aspects.

The strength and weaknesses mentioned by the students are summarized ,discussed,evaluated and reviewed.Appropriate actions for quality improvements and overall development of facilities for students are taken into consideration for further up gradation.The different areas where improvements are required are discussed in respective committees/departments. The proposals given on academic and administrative aspects are taken into consideration of by the different committees and departments are discussed in General/Body Meeting of the college for necessary action. Strengths of the college are also taken in consideration for further up gradation and is a continous process.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	History	160	66	66
BA	Philosophy	160	0	0
BA	Home Science	160	38	38
BA	Bengali	160	0	0
BA	English	160	42	42
BA	Psychology	160	62	62
BA	Sanskrit	160	0	0
BSc	Zoology	128	36	36
BA	Economics	160	9	9
BA	Hindi	160	17	17

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	751	0	20	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
20	10	4	1	1	2

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

Mentoring system was initiated in the 1st cycle of NAAC and is continuing. The mentors are responsible for academic progress and holistic well being of their mentees. At the beginning of the academic session the mentors conduct orientation classes for the mentees whereby they are acquainted with the institution, its goal and mission, the facilities available regulation of the University. The mentors maintain the biographic details of each individual mentees including educational background and socio-economic status. The mentors use both formal and informal means of mentoring. The mentor system apart from its formal part also exists an informal mechanism to boost inclusiveness. The mentors counsel, guide and make efforts to improve students academic as well as non-academic performance.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
751	20	1:38

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
50	20	30	2	20

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr.Priyanka Kumari for her outstanding contribution in the field of Home Science on the occasion of 2nd International Conference Advances in Agricutural,Biological and Applied Siences for Sustainable Future(ABAS-2018)	Assistant Professor	Best Teacher Award AgricultureTechnology Development Society(ATDS)

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	01	2017-18	17/12/2018	15/02/2019
BSc	02	2017-18	17/12/2018	15/02/2019

View File

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Departments evaluate their student through written assignment, group discussion, quizzes and interactive classes.

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

The college follows Magadh University (Bodh-Gaya) Academic Calendar. Faculty members take up evaluation work as per Magadh Unversity regulation.

2.6 – Student Performance and Learning Outcomes

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

http://www.gbmcollegegaya.org/AQAR/Learning_Outcomes.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA	BA	Psychology	77	69	89.61
BA	BA	History	86	67	77.9
BA	BA	Economics	29	24	82.75
BA	BA	Political Science	33	29	87.87
BA	BA	Home Science	2	2	100
BA	BA	Music	4	4	100
BA	BA	English	5	5	100
BA	BA	Hindi	9	7	77.7
BA	BA	Urdu	9	9	100
BA	BA	Sanskrit	1	1	100

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://www.gbmcollegegaya.org/AQAR/GBM_COLLEGE_STUDENTS_FEEDBACK.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	Nil	0	0

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nill	Nil
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nill
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Nil	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Psychology	1	0
National	Music	1	0
National	Philosophy	1	0
International	Psychology	1	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Psychology	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	Nill	0	Nil	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nill	0	0	Nil
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Nill	0	0	0	0
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Nil	Nil	0	0
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nil	0
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Tree Plantation ?? ?????, ??? ?????	NSS	Tree Plantation	18	50
Swacch Bharat	NSS	Swacchata Pakhwara	15	50
Youth Day	NSS	Swami Vivekanand jayanti	10	40
International Yoga day	NSS	Yoga	2	10
Adventure Camp	NSS	Moutaneering	1	2
TSC Firing Camp	NCC	Shooting	1	1
CATC Camp	NCC	Camping	1	19

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Nil	0	Nil	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	Nil	Nil	Nill	Nill	0
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nill	Nil	0
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
20	20

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation

XAMPP	Partially	2.5	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	24070	3610500	1417	155570	25487	3766070

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nill

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	20	1	1	0	0	0	0	10	0
Added	2	0	0	0	0	0	0	0	0
Total	22	1	1	0	0	0	0	10	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nill

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
0	0	0	0

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Administrative Block and Science Block is under construction. Both Projects are being funded by the State Government. The College was running in two Campuses,firstly from the rental building and secondly, from the newly constructed campus which was completed in May 2019. Shifting to the new Campus was done in May 2019 itself. To bring about improvements in infrastructural and

maintenance facilities on a continuous basis. These include, playgrounds, library facilities, laboratory, computer centres, technology, equipment and civic amenities so forth.
http://www.gbmcollegegaya.org/AQAR/Support_Facilities_2018-19.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Tuition fee for girl students has been waived off by the State Government.	751	0
Financial Support from Other Sources			
a) National	National Scholarship Portal	0	0
b)International	Dr.Sudha Verma Memorial Trust Scholarship for Hindi Honours Topper Student	1	5000
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Nil	Nill	0	0
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
Nill	Nil	0	0	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Nil	0	0	Nil	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
Nill	0	Nil	Nil	Nil	0
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nill	0
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Kabaddi	College ,	16
Badminton	College	15
100 Metre Race	College	4
High jump	College	4
Long Jump	College	15
Chess	College	6
Carom	College	16
Kabaddi	Inter College	14
Badminton	Inter College	6
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	Nil	Nill	Nill	Nill	Nil	Nil
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student Council Elections are conducted by Magadh University, Bodh Gaya. The college conducts elections in accordance with the guidelines issued by the University. Accordingly the college students election their student

representatives. The elected representatives help create congenial atmosphere for the development of the institution.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

Informal Alumni meetings have been held .Planning to contact more alumni and to have a registered Alumni Association.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Formation of different sub committees under the supervision of IQAC comprising representative of all stake holders of the college for coordinating academic and extra curricular activities of the college. All teachers participate in the decision making process of the institution .The Principal regularly holds meeting with teachers in which recommendations regarding certain academic and administrative aspects are discussed .The Principal in consultation with all department heads takes the final decisions.The institutional vision and leadership strives for providing best possible education and support facilities within the given limitations the college functions for the attainment of academic excellence.The faculty members through the various committees promote active participation of students in extra curricular activities and also instil in them a sense of responsibility and duty for their institution.

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Examination and Evaluation	As per Magadh University guide lines
Research and Development	Research papers were presented at National and International seminars, conferences and research papers were published in Journals .
Library, ICT and Physical Infrastructure / Instrumentation	Library with more than 28000 books on different subjects is in operation. Institution has infrastructure facilities with a plan to improve further.
Human Resource Management	Faculty paid in line with the state

	government pay-scale, with revisions as and when done by state government . Permanent appointments are confirmed after 2 years of service. Non- teaching staff also have the same benefits
Admission of Students	As per the ruies regulation of Magadh University .By BSEB through OFSS Portal .
Curriculum Development	As per Magadh University directions.
Teaching and Learning	Interactive classroom teaching is adopted .The College constantly tries to improve the quality of education that is imparted by implementing various tools and methods required for modern teaching.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Student Admission and Support	Online centralised admission through OFSS Portal (Online Facilitation System for Students).

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	Nil	Nil	Nil	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

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

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
. One Month Faculty Training	3	01/06/2019	30/06/2019	30

Programme (PMMMNMTT) Scheme of MHRD Central University of South Bihar, Gaya.				
Three Weeks Online Course' on Emotional Intelligence for well Being offered as UNESCO initiative towards Open Education for Better World (OE4BW)	1	20/05/2019	10/06/2019	30
Three Weeks Online Course on "Counselling Skills for Teachers" offered as UNESCO initiative towards Open Education for Better World (OE4BW).	1	20/05/2019	10/06/2019	30
Faculty Development Programme "Values and Ethics". "Need of the Hour" under PMMMNMTT Scheme of MHRD Banasthali Vidyapith, Rajasthan.	1	17/12/2018	23/12/2019	05
One Week Short Term Course Online Course Design: An Overview including topics of: Exposure to Online Design and Resources, Open EDucational resources, Google Tools,	1	25/05/2020	29/05/2020	05

Creating own video Lecture				

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
20	20	11	11

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
On duty leave is provided to faculty members for attending various. Conferences, Workshops, Seminars and examination duties. Special Leave of two days per month is given to female teaching and non-teaching staff and maternity leave is also granted as per University Rules. Interest free Loan Provision for teaching and non-teaching staff from the Employees welfare fund (EWS) of Magadh University, Bodh Gaya	Loan against PF. Festival advances us sanctioned when necessary.	Implementation of Scholarship Schemes granted by State Government.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institution conducts internal financial audits regularly .External financial audit is done annually by the chartered accountant. Income and expenditure records are being maintained in the cashbook by cashier/accountant and which are monitored by Bursar and Principal on a regular basis. Income and expenditure report is submitted to the Account and Budget section of the University annually.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil

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6.4.3 – Total corpus fund generated

4485427

6.5 – Internal Quality Assurance System

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

Audit Type	External	Internal

	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	Principal and Senior Teachers
Administrative	Yes	Magadh University, Bodh Gaya	Yes	Principle,Proctor , Controller of Examination.

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Provided valuable suggestion for development of the institution. More involvement of students in the activities of the college. Introduction of new courses.

6.5.3 – Development programmes for support staff (at least three)

Computer Orientation Programme organised to acquaint the office staff with the changed software packages used by the University for online admission and registration of students.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Effort to improve ICT based teaching. 2. Encouragement for attending seminars, paper presentation and publications by faculty and students. 3. Improvement in implementation of mentoring system.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Nill
c)ISO certification	Nill
d)NBA or any other quality audit	Nill

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Reconstitution of the IQAC	20/07/2018	20/07/2018	20/07/2018	17
2018	Submission of AQAR	12/12/2018	12/12/2018	12/12/2018	13
2019	NAAC Criteria and AQAR requirements	02/02/2019	02/02/2019	02/02/2019	17
2018	Feedback from Final Year Students	Nill	Nill	Nill	Nill
2019	Mentor System	Nill	Nill	Nill	Nill

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women Empowerment	08/03/2019	08/03/2019	50	10
Menstrural Hygiene	28/05/2019	28/05/2019	60	0
Mahila Parliament	05/08/2019	05/08/2019	50	0

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

Percentage of power requirement of the University met by the renewable energy sources
7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Solar Panels are installed. Installation of ample number of Power Saving LED Lights in the Campus . Tree Planting.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Any other similar facility	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	01/09/2018	7	Nutrition Week	Nil	100

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Nil	Nill	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Human Rights Day	10/12/2018	10/12/2018	40
International Womens Day	08/03/2019	08/03/2019	Nil
Independence Day	15/08/2018	15/08/2018	Nil
Republic Day	26/01/2019	26/01/2019	Nil
Saraswati Puja	10/02/2019	10/02/2019	Nil

World AIDS Prevention Day	01/12/2018	01/12/2018	50
World Disability Day	13/12/2018	13/12/2018	50

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

• Planting of saplings by NCC Cadets NSS Volunteers • A well managed garden with both seasonal perennial plants. • Rain water harvesting is done in the college campus. • Creating awareness towards sustainable use of paper, saving electricity water. • Waste collection bins are in usage.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice – 1 Extension Activities The NSS Unit of the College under the effective leadership of the NSS Programme Officer is actively engaged in a variety of extention activities throughout the academic year. The aim of the NSS Unit is to sensitize the stakeholder towards their social responsibilities.The motto of NSS is “not me, but you”. This motto reflects the need for selfless service. The motto underlines the fact that the welfare of an individual ultimately depends on the welfare of the society. It inculcates the spirit of voluntary work among the students and teachers through sustained community interactions. To develop among students a sense of social and civic responsibilities. The students joining this scheme develop many behavioral interactive skills. Identifying the needs of the community in which they work and involve the local people in their task. Development of social and civic responsibility in the volunteers. Development of competence in volunteers which is required for group activities and sharing of responsibilities. Gain skills in organizing community participation. Volunteers acquire leadership qualities and democratic attitudes. NSS Volunteers participate in the Swachh Bharat Mission Pogrammes and they take initiatives for keeping the campus clean. Cleanliness Drive on the college campus under Swachh Bharat Mission was conducted by the Volunteers in which the Principal, Teacher, students and staff members too rendered their services .Volunteers also interacted with the nearby residents to maintain cleanliness and hygiene.They also went around the nearby locality holding placards with slogans written on it to create awareness about health and sanitation. Planting of saplings on the campus was done enthusiastically by volunteers both the teaching and non teaching staff of the college also participated. National Youth Day was celebrated by recalling the teachings and speeches of Swami Vivekanand , which are a source of inspiration and motivation for the youth of India. NSS Volunteers Punam Kumari BA Part I Economics Honours and Deepali Singh BA Part I Psychology Honours participated in the Adventure Camp from September 12 to September21, 2018 at the Atal Bihari Vajpayee Institute of Mountaineering and Allied Sports, Manali, Himachal Pradesh .They successfully completed the Adventure Camp and acquired proficiency in elementary skills in Rock Climbing, Rappelling, River Crossing, Trekking, Camping, Mountain Rescue Methods, Social Awareness and Leadership. The NSS Volunteers under the guidance of the Programme Officer took active part in the International Yoga Day on June21, 2018 at the city level which was organised on a large scale and was a public event. The NSS unit of Gautam Buddha College,Gaya organised programmes and activities .NSS Volunteers participate in the Swachh Bharat Mission Pogrammes.They take initiatives for keeping the campus clean.Volunteers interacted with the nearby residents to maintain cleanliness and hygiene.They also went around the nearby locality holding placards with slogans written on it to create awareness about heaith and hygiene. Best Practice – 2 Mentor System The College caters to first

generation graduates from economically weaker section of the society. Earlier, the teachers of the college looked after the academic and psychological well-being of the students. This system is now being restructured as Mentor System. In order to facilitate its student, the mentor system was initiated in the 1st cycle of NAAC .Under the Mentor System, the full-time teacher of the college have been engaged as mentors of each class. The Mentors are responsible for academic progress and holistic well being of their Mentees. The Mentors maintain the biographic details of each individual Mentee including educational back ground and socio-economic status. The Mentors use both formal and informal means of mentoring. The Mentor System apart from its formal part also exists a strong informal mechanism to promote inclusiveness. This has helped in developing a strong bond between the teacher and student which makes teaching and learning more interactive.Students overall wellbeing is as important as their academic progress. Learners are duly connected with their mentors. Each student has a different learning ability keeping this in mind the mentor system has developed in the hope in bridging the gap between a student's potential and actual results. Typically being the first learners in their family, they lack proper role models and support strsucture in their homes and communities. Students need someone they can trust and talk with about many different topics. Mentors are duly connected and accessible to the learners ,which builds better communication between them.Hence, they are mentored to expand their social as well as communication skills, to assist learners to tap into unexplored opportunities available in the college curriculum and extra curricular activities to develop a sense of identity and attach some purpose to their lives and become best versions of themselves.Teaching today has gone passed the stage of only disseminating information.The role of a teacher is now asking for addition of the new dimensions of a mentor, who can encourage, motivate, engage and guide to unearth the hidden potential in learners.Teacher's role in the modern learning scheme is very crucial as a mentor and facilitator. These mentor- teachers will then seed practices of innovative and learner centric teaching.

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

http://www.gbmcollegegaya.org/NAAC.aspx

7.3 – Institutional Distinctiveness

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

Gautam Buddha Mahila College, Gaya NCC Senior Wing A Dynamic Endeavour The National Cadet Corps Senior Wing of Gautam Buddha Mahila College, Gaya is guided by the NCC motto-'Unity and Discipline'. It has the distinction of being the first and oldest Women Senior Wing of NCC, Gaya under 6 Bihar Battalion NCC. It nurtures a sense of patriotic commitment by encouraging contributions to national development. The NCC Wing admits 160 students which includes B-Certificate and C-Certificate Cadets. The Cadets are taught about the core values of NCC. It conducts the B-Certificate Exam after the 2nd year and the C-Certificate Exam after the 3rd year with Grade of Alpha (80), Bravo (60) and Charlie (40). Prof. (Dr.) Jawaid Ashraf, Principal, G. B. M. Gaya was felicitated for exemplary NCC activities by Commander, NCC Gr Hq Gaya on 26.04.2020. Cadet Shivani Kumari of G. B. M. College, Gaya, was also felicitated for being an outstanding cadet. Cadets Nikita Rani and Neha Kumari attended the East Zone Shooting Coaching Capsule conducted by 10 Bengal Bn NCC from 21 to 30 May 2019, at Asansol, West Bengal. The NCC cadets rendered their services in the annual Pitru Paksha for 13 to 28 September 2019, in Gaya town. Pitru Paksha is a 16-day ritual observed to pay obeisance to the soul of those who have departed for their heavenly abode. Pilgrims from all over the world

come to Gaya to perform Pinddaan puja for their ancestors. The cadets help the pilgrims in performing their religious duties. “Swachhata Pakhwara” was observed from 01 to 15 October, 2018 by the NCC cadets with alot of dedication and hard work. A “Cleanliness Drive” was launched in and around the campus by the cadet. Awareness was created through posters and slogans as well. Cadets are selected for the NIC, CATC, TSC and Pre RDC Camp which instils a sense of understanding of our national values in the heart and mind of the cadets.

Provide the weblink of the institution
http://www.gbmcollegegaya.org/NCC-NSS.aspx

8.Future Plans of Actions for Next Academic Year

To promote the quality improvement strategies in teaching-learning extension and co- curricular and extracurricular activities. Promoting participation of faculty and students in Seminars, Workshops, Sports and cultural activities organised by the college and external agencies. Encouraging faculty members to complete their doctoral thesis and to continue research activities. Ensuring overall development of the college with the cooperation of faculty members, and non-teaching staff and students To bring about improvements in infrastructural and maintenance facilities on a continuous basis. These include, playgrounds, library facilities, laboratories, computer centres, technology, equipment and civic amenities so forth. There is a growing realisation that ICT based resources can extend opportunities to the learners. Utilising information and communication technologies for teaching and learning process in the college with the active participation of stakeholders. To implement ICT tools to improve the effectiveness and efficiency of teaching in formal and non formal settings. As well as to acquaint, familiarise and skill students with digital tools.