YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	MAHANTH MAHADEVANAND MAHILA MAHAVIDYALAYA, ARA, BIHAR
• Name of the Head of the institution	PROF. MEENA KUMARI
• Designation	PRINCIPAL IN CHARGE
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	8383922278
• Mobile No:	8383922278
• Registered e-mail	principalmmmmara@gmail.com
• Alternate e-mail	m.m.mahilacollegeara@gmail.com
• Address	EAST RAMNA ROAD
• City/Town	ARA
• State/UT	BIHAR
• Pin Code	802301
2.Institutional status	
• Affiliated / Constitution Colleges	CONSTITUENT
• Type of Institution	Women
• Location	Urban

• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**VEER KUNWAR SINGH UNIVERSITY, ARA**
• Name of the IQAC Coordinator	**DR. VIJAYSHRI**
• Phone No.	**9012253106**
• Alternate phone No.	**9012253106**
• Mobile	**9012253106**
• IQAC e-mail address	**iqacmmmahilacollegeara@gmail.com**
• Alternate e-mail address	**principalmmmmara@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.mmmcollegeara.org/
4.Whether Academic Calendar prepared during the year?	**No**
• if yes, whether it is uploaded in the Institutional website Web link:	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.05**	**2016**	**16/09/2016**	**15/09/2021**

6.Date of Establishment of IQAC	**01/04/2016**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
BIHAR STATE HIGHER EDUCATIONAL COUNCIL	**DEGREE COLLEGE TO MODEL DEGREE COLLEGE**	**RUSA**	**2022-23**	**10000000**

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

9.No. of IQAC meetings held during the year	**2**		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**		
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded		
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**		
• If yes, mention the amount			

11.Significant contributions made by IQAC during the current year (maximum five bullets)
1. INAUGRATION OF COLLEGE MAGAZINE ' ADDYA'. 2. TCS COUNSELLING AND TRAINING PROGRAM FOR UG PASSED OUT STUDENTS 3. ORIENTATION PROGRAM FOR UG PART 1 4. STARTING COMMINUTY KITCHEN 'ANNAPURNA' 5. FITNESS AND AWARENESS PROGRAM FOR TEACHERS.

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

Plan of Action	Achievements/Outcomes
1. CONDUCTING SKILL BASED DEPARTMENTAL ACTIVITIES	1. DIFFERENT SKILL BASED ACTIVITIES HAVE BEEN CONDUCTED BY DEPT OF HOME SCIENCE, BCA, PSYCHOLOGY, HISTORY, ENGLISH AND OTHERS
2. TO PUBLISH MORE PAPERS AND ARTICLES IN UGC CARE LISTED JOURNALS	2. FACULTY MEMBERS GOT PUBLICATIONS AND CHAPTERS PUBLISHED IN UGC CARE LISTED JORNALS.
3. PROMOTING NSS/NCC/SPORTS ACTIVITIES	3. STUDENTS STRENGTH INCREASED IN NSS/NCC
4. MOTIVATING FACULTY MEMBERS TO ACTIVELY PARTICIPATE IN REFRESHER COURSE, ORIENTATION PROGRAMS, SHORT TERM COURSE AND TRAINING COURSE.	4. ENOUGH AMOUNT OF FACULTY MEMBERS PARTICIPATED AND COMPLETED SUCH COURSES TO EXTEND THEIR PROFILE.
5. INAUGRAL OF COLLEGE MAGAZINE TO POUR OUT THE HIDEEN SKILLS AND SUPERFICIAL TALENTS OF STUDENTS	5. INAUGRATION OF 'ADDYA' YEARLY MAGAZINE FOR 22-23ON FOUNDATION DAY
6. TRAINING THE NON TECHNICAL GRADUATES FOR CAREER ACHIEVEMENT	6. STUDENTS WERE TRAINED THROUGH TCS AND FEW GOT JOB
7. SERVE FOR COMMUNITY AS BEST PRACTICE	7. STARTING 'ANNAPURNA' THE COMMUNITY KITCHEN
8. TRAINING TO STUDENTS ABOUT THEIR CURRICULUM, SYLLABUS AND PROGRAM THROUGH ORIENTATION PROGRAM	8. CONDUCTED ORIENTATION PROGRAM FOR UG PART 1 STUDENTS
9. PREPARING ACTIVITY CALENDER	9. DIFFERENT INSTITUTIONAL AND NATIONAL LEVEL ACTIVITIES WERE PLANNED FOR DEPARTMENTS. MORE THAN 50 ACTIVITIES WERE CONDUCTED INCLUDING NCC, NSS, IQAC AND DEPARTMENTS

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
IQAC	13/02/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	31/12/2022

15. Multidisciplinary / interdisciplinary

The institution used to organize multifaceted events and programs in order to facilitate the students to gather knowledge from the wide horizon of various disciplines, apart from their own. To include few, the following list of events organized by various departments that are meant to explore multidisciplinary outcomes for all students:

1. The Department of Sanskrit celebrated "Sanskrit Diwas" on 08.-08-2022
2. The National Service Scheme(NSS) organized event on "Har Ghar Tiranga"13-08-2022
3. The NSS organized Quiz Competition on Nutrition And Malnutrition on 10-09-2022
4. The Department of Hindi organized Kavya Gosthi on the eve of 'Dinkar Jayanti' on 23-09-2022
5. The Department of Psychology organized Poster Presentation and Seminar on Pollution on 28-09-2022
6. The NSS organised Poster Competition on National Integration Day on 19-11-2022
7. The NSS Celebrating National Integration Week & Flag Day from 19-11-2022 to 25-11-2022
8. The Department of Mathematics organized Seminar on National Mathematics Day on 22-12-2022
9. The Department of Hindi organized Quiz on the eve of " Vishwa Hindi Divas" on 10-01-2023
10. The NSS celebrated National Youth Day on 12-01-2023
11. The Department of Prakrit celebrated Mahaveer Jayanti on 03-04-2023
12. The Department of Home Science organized Slogan -Writing Competition for celebrating "Mother's Day" on 12-05-2023
13. The Department of Psychology celebrated 'World Hypertension Day' by organizing Seminar Cum B.P and Blood Sugar Check Up on 17-05-2023

14. The Department of Political Science organized Quiz Competition on the Constitution of India on 18-05-2023
15. The NCC organized Seminar on World Pollution Day & Distribution of B Certificate on 19-05-2023
16. The Department of Hindi organized Seminar & Quiz celebrating "Hazari Prasad Dwivedi Jayanti" and "Mahaveer Prasad Dwivedi Jayanti" on 19-05-2023
17. The Department of Economics organized Quiz On Current Economic Growth Of India on 20-05-2023
18. The Department of Botany organized Seminar on "International Day For Biological Diversity' on 22-05-2023
19. The NCC organized Poster Competition on Anti -Terrorism Day on 23-05-2023
20. The Department of History organized debated on 'Historical Importance Of Museum And Archives" on 27-05-2023
21. The Department of Zoology organized Seminar on Waste Management on 29-05-2023
22. The NSS celebrated Anti-Tobacco Day 0n 29-05-2023
23. The NCC organized Essay Competition on Environment on 31-05-2023
24. The NSS celebrated "International Yoga Day" on 21-06-2023

16.Academic bank of credits (ABC):

The Academic bank of credits has not formally started in the Institution as of now. The repository of students are maintained online at the institution level till now.

17.Skill development:

The skill development of the students is an integral part of the curriculum of the institution all together. The following events were organized during the academic year with a motto to educate and enhance the students to recognize their specific skill for their overall personality development:

1. The Department of Sports participated in University Level Inter College Chess Tournament from 21-11-2022 to 22-11-2022
2. The Internal Quality Assurance Cell (IQAC) organized Counselling Program For TCS Training on 25-11-2022
3. The Department of Psychology organised Educational Tour on 14-12-2022
4. The IQAC organized TCS Training from 15-12-2022 to 12-01-2023
5. The IQAC organized Fitness Awareness Program following Fun Game For Teachers And Non -Teaching Staff on 21-12-2022
6. The IQAC conducted Free Campus Wi-Fi Awareness Program on 15-04-2023

7. The IQAC organized Community Kitchen 'ANNAPURNA' on 28-04-2023
8. The Department of Sports organized Chess Competition Celebrating "Common Wealth Day" on 24-05-2023
9. The IQAC conducted Workshop on Safe Online Banking on 30-05-2023

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

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

The institution is committed to Outcome-Based Education (OBE), a student-centered approach that prioritizes learning outcomes as the focal point of the educational experience. All the major courses offered in the institution are designed on the basis of the Outcome Based Education (OBE) that is Program Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs). The learning outcomes of the different programmes conducted in the college are well spelled out through the POs, PSOs and COs based on the Revised Blooms Taxonomy; that reflect the developmental needs and relevance of the curricula implemented. curriculum design, teaching methods, and assessment strategies are all aligned to ensure students achieve specific learning outcomes. The institution emphasizes the development of practical skills, critical thinking abilities, and real-world competencies that prepare students for their future careers and challenges. In our institution, teachers engage students through interactive and experiential learning opportunities, encouraging active participation and self-directed learning.The concept and relevance of OBE are communicated to the students during their Induction Programme and also in their respective departments. The hard copies of curricula in printed formats with POs, PSOs and COs are available in every department for the purpose of communicating to the teachers and students. The same are clearly displayed on the institutional website also. The institution's faculty members are not only subject-matter experts but also mentors who guide and support students time to time on their academic and personal growth journeys. By emphasizing outcomes and providing a holistic learning environment, the institution equips students with the knowledge, skills, and attitudes necessary to thrive in their chosen professions and become responsible, contributing members of society.

20.Distance education/online education:

The college does not conduct any academic programme based on distance mode of education. However, the institution is a study

centre associated with NALANDA OPEN UNIVERSITY PATNA. Online teaching learning has been largely incorporated in every subject, especially after the phases of COVID pandemic and lockdowns which is still in use by the teachers whenever the building is occupied at the time of university external examination. Blended and hybrid learning has been implemented and promoted in addition to the conventional classroom teaching. Embracing technology, we seamlessly transitioned to virtual classrooms, webinars, and remote learning platforms through google meet, youtube lectures, e-notes and google classrooms which still continues. Faculty members adapted their teaching methodologies, incorporating interactive elements to keep students engaged. We ensured continuous academic support through virtual office hours and online tutoring. Additionally, we prioritized the mental well-being of students and also offered counseling services by the teachers of Psychology department. Despite the challenges, our commitment to providing quality education remained unwavering, equipping students with the knowledge and skills they needed to thrive in this rapidly changing world.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	17

File Description	Documents
Data Template	No File Uploaded

2.Student

2.1 Number of students during the year	3776

File Description	Documents
Data Template	No File Uploaded

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	50%

File Description	Documents
Data Template	No File Uploaded

2.3 Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1 Number of full time teachers during the year	**26**

File Description	Documents
Data Template	No File Uploaded

3.2 Number of Sanctioned posts during the year	**50**

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1 Total number of Classrooms and Seminar halls	**19**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**18727842**
4.3 Total number of computers on campus for academic purposes	**80**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

process

The college adheres to the curriculum framed and implemented by the parent University. The institution ensures effective curriculum delivery through a well-planned and meticulous process. The college ensures unhindered delivery and timely completion of the curriculum. The curriculum distribution is done at the beginning of the session through departmental meetings and making a copy of the curriculum distribution available to the faculty members. The teachers are required to submit their teaching plan to the IQAC before the commencement of each semester/ session. During the course, the HODs ensure that the syllabus is being covered on time. The teachers regularly record the topics they have covered in their daily progress report. Regular feedback regarding syllabus delivery and coverage is obtained from students.

In curriculum delivery the main focus is on holistic teaching along with qualitative knowledge, timely evaluation and enhancing the quality of education and skills of the students. Demonstrative lecture delivery methods and other mechanisms are used along with ICT enabled teaching.

Activity calendar is prepared by the Principal along with IQAC in the beginning of the year. While planning the activity calendar important national and international events, dates and festivals are kept in mind.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The institute adheres to the academic calendar of parent university for Continuous Internal Evaluation (CIE). The college follows the examination schedule, prepared and uploaded on the website of the university. The question paper for the theory examination is prepared by the faculty members of PG/UG departments. The question papers of internal examinations are set and evaluated by the faculty members of the college at the departmental level and the marks submitted to the university in due advance of the deadline given. Assignments and viva voce are also conducted by the faculty members of the college. The practical examination is conducted within two

weeks of theory examination or as per university instructions. The examination department announces the dates of examination and sends the question papers along with answer books to the examination centres as scheduled by the university examination department. Centralised/decentralized evaluation system functions as per schedule where the answer books are evaluated by the order of the university. The examination department of university declares the result of the examination on university website.

Every department has the freedom to frame its own academic calendar to schedule its academic activities including its CIE activities, like test, assignment, project, and viva voce.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in B. Any 3 of the above **following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

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

1.2 - Academic Flexibility

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

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

02

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

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

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

0

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

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

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

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

1.3 - Curriculum Enrichment

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

The institution integrates issues related to gender, environment and sustainability, human values and professional ethics into the curriculum prescribed by the parent university. Departments organise lectures, workshops and seminars on such topics like professional ethic, gender equity, eco-consciousness, human empathy and often invite experts in this field to talk to students.

Dept of Zoology, Physics, Botany and NSS organizes various environment related programs including cleanliness, plastic free environment, waste management etc. NSS promotes tree plantation, Swachchh Bharat Abhiyan and other sustainable development programs. Professional ethics was integrated part of such programs like TCS Training, TCS counselling conducted under IQAC. Various activities like quiz, essays, poem recitation, skits, poster competitions, invited talks are organized to create awareness about nature, biodiversity, environment and sustainability. World Environment-day, Sanskrit Day, Nutrition Day, National Mathematics-day, Anti-Tobacco-day, Anti-Terrorism-day, Common Wealth-day, Yoga-day, International Youth-day, International-day of biological diversity etc. are celebrated. Programs conducted under NSS, NCC, History, English, Hindi, Sanskrit and Political Science departments help to inculcate human values among students. IQAC set up a community kitchen called 'Arnapurna' that inculcates human values in students. Slogan writing competition on Mother's Day by Home Science department inculcated gender sensitization. Social Activities like free Blood Sugar and Blood Pressure check-up camps, Workshop on Online Banking, Constitution Awareness programs, Wi-fi Awareness program, Fitness Programs are celebrated to generate human values and empathy.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

02

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

86

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

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

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2338

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

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

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

1355

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

2.2 - Catering to Student Diversity

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

The College evaluates the learning levels of the students through paper presentation, seminars, tests, activities and quiz. The test marks and presence are made available to the subject teacher, class

teacher, Head of the Department, student and parent. This helps them to track the student progress. Subject teachers, class teacher and mentors along with Head of the Department, classify the slow learners & advanced learners by tracking their academic performance in the internal tests conducted as per the calendar. For Slow learners: the IA marks and attendance of the slow learners are informed to their parents over the phone and other communication medium. The tutorial classes are conducted to improve their academic performance. The slow learners were given extra time to clear their doubts and clear their conceptual problems. During the ONLINE classes according to Guidelines; videos of Online classes are made available to students all the time. Advanced learners: Advanced learners are constantly guided and encouraged for participation in various competitions and events. The teachers identify their interest and talent in various domain and then guide & motivate them. Students are encouraged to participate in National and International Level events like paper presentation, poster presentation and quiz etc. Students are given the chance to utilize the laboratories during the free hours to learn other experiments beyond the curriculum.

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

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

Number of Students	Number of Teachers
2148	26

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

M. M. Mahila College provides student centric methods such as experimental learning, participatory learning and problem-solving methodologies for elevating learning experiences. All the science programs and many of the social science programs integrate practical

courses with adequate experiential practice for the students. They also provide platform for participatory learning to the students through role plays and activities. Moreover projects, fieldworks, seminars, and NSS, NCC etc inculcate among the students the practice and habit of participative learning and problem-solving methodologies. In the PG program Home Science, there is a compulsory project dissertation course that provides adequate opportunity to the students for incorporating and practising problem-solving methodology. Thus, In M. M. Mahila College, we inspire learning by doing the experiential learning strategies also include open-ended laboratory work through field work and lab work conducted by the department of Botany and Zoology. Participatory learning is also encouraged to student's seminars, debates, quiz, group discussions and many such activities.

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

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

Information and Communication Technology (ICT) aided tools have transformed the teaching-learning process, enhancing effectiveness and engagement in the modern education landscape. These tools encompass a wide range of digital technologies, including tablets, computers, interactive whiteboards, educational software, online resources, and internet-based platforms. Teachers use a wide range of ICT enabled tools to ensure an effective teaching and learning process which has considerable improvement during the academic session 2022 to 2023. In M. M. Mahila College, teachers made use of the online teaching platforms. Faculties are encouraged to use PowerPoint presentations in their classroom teaching by using LCD's and projectors. Audio video lectures were uploaded by faculty members so that the students can learn at their own pace and time. The e learning depository is on the college website where the teachers uploaded their content. The ICT tools and resources used for teaching where Google Class, Google meet, zoom and videos which were uploaded on YouTube and some on Facebook live. Faculties prepare online quiz for students during the teaching process through google classrooms.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

00

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

2.4 - Teacher Profile and Quality

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

26

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<u>View File</u>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

23

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	**No File Uploaded**

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

2.4.3.1 - Total experience of full-time teachers

245

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

2.5 - Evaluation Process and Reforms

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

The mechanism of internal assessment is designed to be transparent and robust, ensuring accuracy, fairness and regularity in evaluating students' performance throughout the academic year. Assessment process is conducted internally by the educational institution and complements the external examinations. It encompasses various aspects of a student's learning journey, including class participation, assignments, projects, quizzes, and presentations. Transparency is maintained by clearly communicating the assessment criteria and grading rubrics to both students and teachers. This ensures that students are aware of the expectations and standards they need to meet, promoting a sense of accountability and motivation. The schedule of internal assessment (Viva-voce and practical experiments as prescribed by the university) for each course is prepared by the departments keeping consistency with the university notifications to be followed. The department notifies the students about the date and time of the internal assessment. The schedule is strictly maintained by each department. After each internal assessment teachers evaluated the answer books. Each

department preserves all records of the internal assessment conducted during the academic session.

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

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

Grievance redressal mechanism is part and parcel of the machinery of any given administration the college to boast of an efficient and effective grievance cell. Most of the grievances related to the examination are received after declaration of results by the University. The errors in their results like marks of the internal assessment, attendance, error in the personal details etc. are immediately addressed and forwarded to be corrected. The criticism is recruited and sent to the concerned department or authority where time limit of 15 to 20 days is given. Each and every superintendent and staff members concerned are instructed for due care and cooperation for the quick disposal of student grievances at their respective level. Where ever necessary, the relevant documents/testimonials are submitted through the candidate personally or through their parents to Controller Examination or concerned person for speedy Redressal of the issue. As per internal practical tests are concerned, if any student points any academic discrepancy and feels not satisfied with the conduct of tests, the concerned teachers and department whole heartedly show their concern and attention is given to the student to redress her grievances. For the internal assessment the institution has developed an efficient mechanism to deal with the grievances feedback is collected from the students every academic year.

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

2.6 - Student Performance and Learning Outcomes

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

At the beginning of each academic year, the institution conducts

orientation sessions for both teachers and students. These sessions include detailed explanations of the overall Program outcomes and specific course objectives. It is an opportunity for teachers to outline their teaching approaches and expectations while giving students a clear understanding of what they will be learning. Each course has a comprehensive syllabus that includes the learning outcomes, assessment methods, and grading criteria. The syllabus serves as a roadmap for both teachers and students, providing a clear outline of what will be covered during the course and what is expected from the students. Regular meetings, notices and announcements from faculty members and academic advisors reinforce the understanding of the Program and course outcomes, as well as provide updates or clarifications when needed. Reviews and feedback sessions are conducted to assess the alignment of teaching practices with the stated outcomes. These reviews also allow for continuous improvement and adjustments to ensure the Program remains relevant and effective. By implementing these approaches, our institution creates a learning environment where teachers and students are well-informed about the stated Programme and course outcomes. This awareness empowers students to take charge of their learning, and it enables teachers to design instruction that aligns with the institution's educational goals, ultimately leading to better academic outcomes and student success.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The attainment of the course outcomes and program outcome is a critical aspect of evaluating the effectiveness and success of an educational institution's academic programs. it is assessed by the college from the performance of the students in the continuous internal assessment examination. The institution assesses whether students have achieved the desired learning outcomes set for each Program and individual courses. Evaluation methods may include various forms of assessments, such as exams, assignments, projects, practical demonstrations, and presentations. These evaluations provide valuable data on students' knowledge, skills, and competencies, indicating the extent to which they have met the

intended learning objectives. For the class tests, the course outcomes of each student is calculated from the percentage of marks obtained and marks attempt in the question. Formative assessment is also taken into consideration such as viva-voce, student-seminar, group discussion, practical experiments, case studies, field studies and the projects. The process of evaluating outcomes allows the institution to identify strengths and areas for improvement in its curriculum, teaching methodologies, and support systems. It helps educators make data-driven decisions to enhance the quality of education, adjust instructional strategies, and address any gaps in learning.

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

2.6.3 - Pass percentage of Students during the year

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

00

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

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.mmmcollegeara.org/sss_analysis.php

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

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

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

00

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

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

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

24

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

3.2 - Research Publications and Awards

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

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

06

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

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

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

07

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

3.3 - Extension Activities

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

Nil

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

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

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

00

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

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

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

15

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/

NCC/ Red Cross/ YRC etc., during the year

724

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

3.4 - Collaboration

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

00

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

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

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

00

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

M. M. Mahila College offers 3 UG programs BA, B.Sc and BCA, a vocational program and two PG programs in Home Science and Psychology. The college has 19 rooms in totality and few more are under construction. The institution has a well-equipped multipurpose seminar hall with capacity of 200 people to be seated and onesmart board. There are eight smart classrooms (Seminar Hall 1; BCA: 2; Botany 1; Home Science 1; Physics 1, Psychology 1 and Zoology 1). There are threelaboratories: language lab, NRC (NET RESOURCE CENTER) and BCA. There are well stacked science laboratory of Physics, Chemistry, Botany and Zoology. The PG department of Home Science and Psychology has a well-equipped laboratory with smart board facilities. The library has four computers. further there are Two computer operators for office with two computers along with scanners,and black and white printers for the office work.

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

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

M. M. Mahila College offers 3 UG programs BA, B.Sc and BCA, a vocational program and two PG programs in Home Science and Psychology. The college has 19 rooms in totality and few more are under construction. The institution has a well-equipped multipurpose seminar hall. There are eight smart classrooms (Seminar Hall 1; BCA: 2; Botany 1; Home Science 1; Physics 1, Psychology 1 and Zoology 1). There are three computer laboratories: language lab NRC and BCA. There are well stacked science laboratory of Physics, Chemistry, Botany and Zoology. The PG department of Home Science and Psychology has a well-equipped laboratory. The library has four computers. further there are Two computer operators for office with two computers along with scanners, copiers color and black and white printers for the office work.

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

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

08

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

08

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

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

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

18727842

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

4.2 - Library as a Learning Resource

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

The library is partially automated using LIB-MAN software. The total number of books in library is about 25681 and the number of visitors per day is in the session 2022 to 2023 is around 64. It has 4 computers, 4 printers and is well equipped with proper lightening and ventilated reading room for its students and faculty members..The library is partially automated using LIB-MAN software. The total number of books in library is about 25681 and the number of visitors per day is in the session 2022 to 2023 is around 64. It has 4 computers, 4 printers and is well equipped with proper lightening and ventilated reading room for its students and faculty members..

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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

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

200283

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

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

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

27

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

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

The college campus has access to Wi-Fi service provided by the Bihar Wi-Fi campus project of Bihar Government. The internet service provider (ISP) is Airtel providing a download and upload speed of 10 MBPS respectively. In total there are 11 internet access points (IAP) (wireless devices) in the main campus. Out of which 10 are indoor access points and one is outdoor access point. Wi-Fi availability is in all the computers and is accessible to the entire college campus with passwords. The regular maintenance and upgradation of computers and related accessories is done by the vendors as and when required. The college website is regularly updated to provide online access of notices, events, online learning facilities for the students and all stakeholders.

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

4.3.2 - Number of Computers

80

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution   **D. 10 - 5MBPS**

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

4.4 - Maintenance of Campus Infrastructure

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

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

18727842

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<u>View File</u>

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

The college follows established set of rules and procedures for maintaining and utilizing the physical, academic and support facilities. The maintenance of physical facilities of the college like departmental classrooms, seminar hall, libraries, computers projectors are done at the level of concerned heads. The head of the

departments provide the requisition for the work to be done which is put up before the College development and Advisory Committee as well as the IQAC. For the maintenance of the Laboratories the college provides contingency fund per annum to the departments. At the larger scale maintenance work is being done as per the recommended estimation of university engineer which is duly put up before the development and advisory committee of the college and carried out in accordance to the government guidelines. Similarly, the librarian proposes for the maintenance of the library resources which is subsequently approved by the principal in consultation with the departmental heads and concerned units and cells. The maintenance of basic physical facilities such as electricity, expenses travelling allowances, CCTV surveillance is done from the respective grants from the office. Regular cleaning and maintenance of the classrooms, laboratories, washrooms and offices is done by the non-teaching staff on contract basis. The maintenance of IT infrastructure is done by the local vendors as per requirements.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

00

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	**No File Uploaded**

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

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

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

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

C. 2 of the above

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

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

76

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

76

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

B. Any 3 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**

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

5.2.2.1 - Number of outgoing student progression to higher education

00

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

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

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

00

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

5.3 - Student Participation and Activities

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

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

00

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

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

M. M.Mahila College has an active debating and cultural society to encourage collaboration and critical thinking comprehensive learning throughout the year among the students while honing their public speaking and argument at the skills via competitive and formalized debating students learn to express themselves clearly and cohesively inEnglish/Hindi to discuss a wide range of social political and economic issues thusgaining Awareness of the burning and prevalent social political and economic issues does gaining greater Awareness of the world's issues in the form of workshop in preparation.The society needsoften in the form of the society meets often in the form ofworkshops in preparation for debating competition in which members regularly take part in the aim is to include more students to participate in debating sense it is useful for students with any field.The aim is to include more students to participate in cultural & debating programssince it is useful for students with any field of interest So that's these big numbers. Students learn how to argue in a convincing way and come up with counter arguments quickly It just not only helps a student in academy life but also allows to recognize logical fallacies in everyday life. All the departments actively motivate girls to take part in the various debates.

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

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

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

08

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

5.4 - Alumni Engagement

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

The M. M.Mahila College has anunregistered alumni group which morally supports the functioning of the institute.it organises small level activities in the college like mehendi competition . A whattsapp group has been formed and different career related vacancy advertiesments have been posted time to time. Feedback is procured from the Alumni and analysed by the the accuracy and duly forwarded to the authority concerned.

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Mahanth Mahadevanand Mahila Mahavidyalaya, Ara is a premier education centre of higher educationestablished in the year 1959. The vision and mission of the college is to provide quality and holistic education to the women of Bhojpur district so that they can face challenges and stand by the changing national and global trends in education. Since its establishment, the college is striving continuously to encourage and inspire the girls to attain freedom from the darkness of ignorance and lead them a life full of knowledge, wisdom and value - based. Besides, the institution is working to inculcate high moral and ethical values amongst the students to make them responsible citizens and good human beings. The college caters to the educational, social, cultural and economic needs of the society. Our vision is translated and reflected through our mission to sustain such an atmosphere through which girls can achieve overall development of personality and enable them to become a self-reliant person by achieving economic independence. In all these its chief motto is to make women across all social strata to be self-reliant and assertive in their lives. Encourages all students to respect all ideals, think and discuss with freedom of expression as a major vehicle of transformation to creativity with self-reliance.

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

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

M M Mahila College follows the practice of decentralization in its true sense in all aspects such as academics, administrative and extra curricular activities. Principal is the chairperson of all academic departments and various committees have been formed for successful execution of different activities. Meetings are held at regular intervals to discuss the activities of the college. Various committees are development committee, advisory committee, cultural committee,, vocational advisory committee, hostel committee, library

committee, examination committee, NSS placement cell, gender cell etc. To strengthen the idea of participative decision-making, the principal of the college has consultations with the staff members and student representatives. The admission, examination, discipline, grievance support services, finance are subject to the university regulations. The teacher shares knowledge and expertise among themselves and staff members while working in the different committees. Different strategies and plans are successfully implemented through various committees. The practice of decentralization and participatory management is reflected in all the activities of the college through a strong and efficient working of various committees.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has well defined strategic plans and works accordingly to send proposals for seminars to ICSSR, UGC, NCW and other organisations for sponsorship. National seminar sponsored by NCW and ICHR New Delhi weregranted during the session .The college introduced online feedback form for teachers, students and alumni. There is a strategy to merge the CLC form with feedback and procure the data online. In keeping with the social responsibility,use of solar panels and LED bulbs is another eco-friendly environment effort on the part of the institute. The department of Physics made a significant contribution by making an awareness drive for conservation of water rainwater harvesting environmental hazards and other looming dangers faced by our planet college what's the venue for vaccination drive by the the district administration. The college uses pfms for Rusa transaction as a participating move in paperless administration out of the go green campaign. The Otherpaperless transaction trends being followed by the college are email and faxing electronic billing and payment and electronic signing for income tax.

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

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The organizational structure of the institution consists of the Principal, teaching staff, non teaching staff and students. The college has an IQAC comprising of Heads of the departments , Controller of Examination, other stakeholders headed by the Principal and coordinated by an efficient senior teacher. The IQAC plays an important role for monitoring the internal quality of the institution. All development issues are planned by the members and feedback of the completed plans are considered and the reasons for non completed plans are discussed. The administrative setup is streamlined, ensuring smooth communication and coordination among different departments. Meetings of teaching staff are held regularly for the effective planning and implementation of programmes like teaching, learning, academic administration, curricular and extra curricular activities Both Teaching and Non-Teaching staff have their associations and they put up their demands to the principal for compliance. The financial matters are dealt by the Bursar and accountant. Appointment and service rules are transparent and merit - based, promoting a fair and accountable system. The institutional website notifies on admission procedures and updates on institutional events.

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

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

Examination

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

6.3 - Faculty Empowerment Strategies

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

The college has implemented various welfare measures for the benefit of teaching and non - teaching staff. Well - furnished office room and staff room with sitting arrangements is provided. Childcare leave, Maternity leave, Medical leave, Study leave, Duty leave, Special leave, casual leave is provided to the staff as required by them. Staffs are entitled to take loans against provident funds. Medical assistance is given through a MBBS doctor as and when required. The college also encourages its faculty members to acquire latest skills by deputing them for various programs and courses. Fast speed internet facilities have been provided. Physical fitness programs have been organized for the faculty members. Permission is readily granted to participate in Refresher Courses/ Orientation programs/ Short term courses to the teaching staff for professional development. Faculty Development Programmes, Faculty Enhancement Programmes for skill upgradation and teaching are organized for both teaching and non-teaching staff. Both teaching and nob-teaching staff can avail loan facilities as per government rules. Clean drinking water facility has been provided. The college follows a no fees structure facility at admission level under free girl education schemes of Bihar government.

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

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

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

`00`

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

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

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

`00`

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

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

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

10

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

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

The Institution has a Performance Appraisal System according to the rules of the University. All the faculty members submit their self-appraisal for assessment of their teaching learning evaluation, professional development, cocurricular activities, extension work, research publications, and academic contributions. This is checked and verified by the IQAC and an overall API score is calculated according to the given format. The finalized report is forwarded to the university after the remark by the principal. The performance appraisal system for non-teaching staff is based on work and responsibilities given and executed by them. The principal takes corrective measures for improving overall performance.

The main points for evaluation of the teaching staff of the institution are as follows:

1. academic task

2. Examination Task

3. Extension Service

4. Research and other academic activities

5. Participation in co-curricular activities

The following are the main points for evaluation of non-teaching staff.

1. clerical task

2. extension activity

3. Other given task

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

6.4 - Financial Management and Resource Mobilization

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

The institution has a robust mechanism for the execution of both internal and external financial audits. For each transactions the financial transactions are accounted in the DCR-1and DCR-2 by the college. Cash books, cheque books and registers are regularly maintained. The internal auditor examines all vouchers and the expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. The auditor of the firm is selected by the University and the firm's name is Sanjay Kumar Jha and Associates. In the external audit, all the financial transactions of the RUSA fund is audited by the CA and the utilization report is submitted to RUSA office. The college maintains the highest level of transparency in all financial transactions. All the bills and vouchers are submitted for audit. The audit reports are witness that's the audit is done as per standard norms.

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

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

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

00

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

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

Our Institution has implemented a strategy and policy for the smooth mobilization of funds and optimal utilization of all the resources available during 2022-23. The institute does not have any regular source of income as 'FREE EDUCATION ' to all girl students plan is implemented. The college depends on university for all kinds of maintenance and expenditure. For the last few years college is receiving fund from RUSA for infrastructure and academic maintenance. The salary of 'on contract' non-teaching employees is given by internal source. The accounts of expenditures and utilization of the funds are systematically documented and audited by statutory Auditor. For every financial year the accounts of the College are subject to audit by the internal qualified, chartered accountant appointed by the university. The qualified remarks made by the auditor are taken into consideration.

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

6.5 - Internal Quality Assurance System

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

This academic year the aim of IQAC is to use technology and practice environment-friendly working. IQAC used internet for the paperless collection of data like reports of committees, co-curricular and extra-curricular activities, published research papers and books, faculty development programs, webinars/conferences, etc. In order to enhance the quality of the college in all spheres, various quality

assurance strategies initiated by the IQAC of the institution . All the faculty members are encouraged and supported to participate in orientation, refresher course, workshops , seminars and conferences related to the teacher- learning process and research. Teachers with PHD are encouraged and motivated to act as research guides for the research scholars. Various Meetings on quality awareness, workshops, and trainings have been planned throughout the academic Year for making awareness on IQAC NAAC .The members of IQAC give suggestions for improvement and better implementation of Curriculum. All the teachers are encouraged to use audio visual teaching aids charts models etc for effective teaching learning processes. IQAC always take an effort to understand the difficulties with the sudden change of the learning platform and helps the students to come up with more enthusiasm and confidence. In the session 2022-23, the experience of the technical support helped in executing 'blended learning'. Class-wise WhatsApp groups were formed to upload different information and also e-content, study materials, videos, etc.

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

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

The IQAC is committed to review the teaching-learning process, structures & methodologies of operations, and learning outcomes at periodic intervals. The main objective of IQAC is to establish a student-centric approach regarding teaching learning and to design the policy to assess and evaluate it intermittently. Accordingly, it provides support and guidance to the faculty. IQAC focused on the holistic development of students and organized several expert lectures. Several webinars/seminars and skill development activities were also organized. IQAC obtained "feedback" from stakeholders like students , parents, teachers, alumni and analysed the obtained data. This data is used for further improvements. Departments were motivated to start vocational courses and certificate courses so that students will be able to acquire skills needed for particular types of jobs. Digital Smart Boards been installed in Classrooms and labs to transform the experience of Learning to Students.

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

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

D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

M M Mahila College implement measures to promote gender equity and address issues related to gender inequality. It is important to recognize that gender sensitization should ideally be a comprehensive effort that addresses the needs and awareness of both males and females. While there may be specific programs or initiatives that focus on women's issues because college belongs to women only. The Institute is actively involved in organizing programs, seminars, debates, and group discussions to promote awareness about various important issues such as women's empowerment, gender sensitivity, cybercrime, and self-defence. These initiatives play a crucial role in fostering a more inclusive and

supportive environment. These programs encourage and support the professional development of women and contribute to creating a more informed, empowered, and resilient community. Institute implements family-friendly policies, such as maternity leave, parental leave, childcare leave, and other benefits that help employees balance their work and family responsibilities. The institute has established the committees like the Women Redressal Cell and Internal Complaint Committee (ICC) to ensure the well-being of female faculty and staff members. The counselling sessions conducted by female faculty members from these committees also play a crucial role in addressing the specific needs and concerns of female students. Common rooms with basic facilities for girls are provided in a designated space where they can feel comfortable and supported.

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

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

B. Any 3 of the above

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

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

To maintain a healthy and sustainable environment, the institute takes some steps toward for the proper management and disposal of water, solid, biomedical, and E-waste management. Various bins or containers are provided by the institute for different types of

waste such as paper, plastic, glass, organic waste, and hazardous waste. The institute has an effective mechanism for waste management. The vegetable waste and leftover waste from the hostel and canteen are segregated into biodegradable and non-biodegradable waste by the fourth-grade employees of the college. The bio-degradable waste is disposed of through the pipeline. The non-biodegradable waste is collected by the municipal authorities. The e-waste generated in the college is collected together from all departments are replaced with new ones. The leftover one-sided papers in the office are reused. For liquid waste management, an effective sewage treatment plant (STP) functions inside the college and connects with the municipal corporation sewage plan. For waste recycling system awareness campaigns have been conducted to educate students, staff, and faculty about the importance of recycling. These programs encourage the use of reusable items such as water bottles, containers, and bags and help to simplify the recycling process by allowing users to place all recyclables in a single bin.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

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

D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

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

C. Any 2 of the above

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

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

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

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

D. Any 1 of the above

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

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

C. Any 2 of the above

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

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

Creating an inclusive and diverse environment is crucial for the holistic development of students. M M Mahila College is actively working towards fostering tolerance, harmony, and appreciation for various diversities. It is wonderful to see the Department of Sanskrit and Hindi at M M Mahila College actively organizing events to celebrate and promote the rich cultural and literary heritage. The Sanskrit competition on "Sanskrit Diwas" showcase a commitment to preserving and nurturing the language. Similarly, the events organized by the Department of Hindi, including the "Kavya path and quiz competition" and the seminar on Mahavir Prasad Dwivedi and Hajari Prasad Dwivedi, contribute significantly to the understanding and appreciation of Hindi literature. These initiatives not only honor literary figures but also inspire students to connect with their cultural roots. Organizing a seminar on Mahavir Jayanti is a wonderful initiative by the Department of Prakrit. It not only commemorates the teachings and philosophy of Lord Mahavir but also promotes the values of peace, balance, and coexistence. By creating awareness about Mahavir's teachings, the department contributes to instilling a sense of compassion and understanding among students. Such events play a crucial role in fostering a positive and harmonious atmosphere within the college community.

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

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

At M M Mahila College, we believe in giving holistic all-around education to the students and sensitizing students and employees on our constitutional rights, values, duties, and responsibilities is one of the primary education given at the institute through various means. The constitutional obligations are done through curriculum as well as through extra-curricular activities. Many of the subjects offered have topics that sensitize the students about constitutional obligations. Many programs are conducted by various departments of the institute to educate women about their rights. Celebrating Republic Day and Independence Day, along with initiatives like the "Har Ghar Tiranga Rally" and speech competitions, show a strong commitment to instilling a sense of constitutional awareness and patriotism among students. It sounds like a holistic approach to education that goes beyond textbooks and into real-life understanding and appreciation of constitutional values. Organizing an Anti-Terrorism Day is a proactive and commendable initiative by the NCC unit at M M Mahila College. Raising awareness among students about the dangers of terrorism and emphasizing the importance of staying away from harmful activities is crucial in promoting a safe and responsible community. Such events not only educate students about the implications of terrorism but also instill a sense of civic responsibility.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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

E. None of the above

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

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

M M Mahila College showcases a remarkable dedication to societal welfare by actively engaging in various national and international events. With a focus on nurturing a supportive atmosphere for the youth, the college marks International Youth Day on August 12, shedding light on critical cultural and legal youth issues. The Psychology Department conducts free blood sugar and blood pressure check-ups on World Hypertension Day (May 17), emphasizing cardiovascular health awareness. Additionally, the Botany Department contributes to ecosystem preservation by observing The International Day of Biological Diversity on May 22. Promoting holistic well-being, the National Service Scheme (NSS) advocates yoga and meditation benefits on International Yoga Day (June 21). The National Cadet Corps (NCC) initiates an essay competition addressing environmental degradation on World Environment Day (June 5). Emphasizing fitness and awareness, World No Tobacco Day on May 31 is marked with a "Grow Food Not Tobacco" theme. Noteworthy events include a national seminar sponsored by the National Commission for Women (NCW) on abusive relationships and domestic violence prevention, organized by the Internal Quality Assurance Cell (IQAC) on March 10, 2022. The Home Science department conducts a slogan competition on Mother's Day, reflecting the college's holistic and proactive stance on community issues.

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

7.2 - Best Practices

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

Best Practice 1- "Annapurna" addresses food insecurity, promoting compassion and inclusivity at M M Mahila College, while strengthening community bonds. M M Mahila College initiated "Annapurna" in response to local poverty and food insecurity, addressing economic disparities and resource deficiencies. Annapurna provides meals every four months, integrating social responsibility into higher education despite logistical and financial challenges. The initiative's consistent meal provision, beneficiary impact, and community support demonstrate its effectiveness in ensuring food security and well-being. Overcoming logistical hurdles and securing sustained funding and volunteer engagement are essential for "Annapurna's" continued success, showcasing resilience and determination.

Best Practice 2-M M Mahila College's proactive measures, including sanitary vending machines and health seminars, demonstrate a profound commitment to female students' well-being. Despite financial constraints, the institution engages parents in education and health awareness, addressing unique challenges faced by students from diverse backgrounds. The positive impact is evident in improved health conditions and active student participation. Efforts to bridge gaps in understanding, particularly regarding mental health, highlight the college's empathetic approach. Their dedication to holistic development, despite limited resources, sets an inspiring example for promoting a supportive and empowering educational environment.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

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

M. M. Mahila College offers free education for women. This is the only college for higher education in Bhojpur district which provides free education to women. Free education eliminates financial barriers, making higher education more accessible to a broader range

of women. This can result in increased enrolment and greater diversity among students. Many women from nearby places who are financially weak come here to study. Hostel facility is also available in the institute campus at minimum charges. Providing free education empowers women by giving them the opportunity to pursue their academic and career goals without the burden of financial constraints. This empowerment can lead to increased confidence, independence, and a sense of agency. It contributes to the promotion of gender equality by ensuring that women have equal opportunities to access education. By promoting free education for women, institute can challenge traditional gender norms and stereotypes.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college adheres to the curriculum framed and implemented by the parent University. The institution ensures effective curriculum delivery through a well-planned and meticulous process. The college ensures unhindered delivery and timely completion of the curriculum. The curriculum distribution is done at the beginning of the session through departmental meetings and making a copy of the curriculum distribution available to the faculty members. The teachers are required to submit their teaching plan to the IQAC before the commencement of each semester/ session. During the course, the HODs ensure that the syllabus is being covered on time. The teachers regularly record the topics they have covered in their daily progress report. Regular feedback regarding syllabus delivery and coverage is obtained from students.

In curriculum delivery the main focus is on holistic teaching along with qualitative knowledge, timely evaluation and enhancing the quality of education and skills of the students. Demonstrative lecture delivery methods and other mechanisms are used along with ICT enabled teaching.

Activity calendar is prepared by the Principal along with IQAC in the beginning of the year. While planning the activity calendar important national and international events, dates and festivals are kept in mind.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	Nil

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

The institute adheres to the academic calendar of parent university for Continuous Internal Evaluation (CIE). The college

follows the examination schedule, prepared and uploaded on the website of the university. The question paper for the theory examination is prepared by the faculty members of PG/UG departments. The question papers of internal examinations are set and evaluated by the faculty members of the college at the departmental level and the marks submitted to the university in due advance of the deadline given. Assignments and viva voce are also conducted by the faculty members of the college. The practical examination is conducted within two weeks of theory examination or as per university instructions. The examination department announces the dates of examination and sends the question papers along with answer books to the examination centres as scheduled by the university examination department. Centralised/decentralized evaluation system functions as per schedule where the answer books are evaluated by the order of the university. The examination department of university declares the result of the examination on university website.

Every department has the freedom to frame its own academic calendar to schedule its academic activities including its CIE activities, like test, assignment, project, and viva voce.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

02

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

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

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

0

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

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

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

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

1.3 - Curriculum Enrichment

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

The institution integrates issues related to gender, environment and sustainability, human values and professional ethics into the curriculum prescribed by the parent university. Departments organise lectures, workshops and seminars on such topics like professional ethic, gender equity, eco-consciousness, human empathy and often invite experts in this field to talk to students.

Dept of Zoology, Physics, Botany and NSS organizes various environment related programs including cleanliness, plastic free environment, waste management etc. NSS promotes tree plantation, Swachchh Bharat Abhiyan and other sustainable development programs. Professional ethics was integrated part of such programs like TCS Training, TCS counselling conducted under IQAC. Various activities like quiz, essays, poem recitation, skits, poster competitions, invited talks are organized to create awareness about nature, biodiversity, environment and sustainability. World Environment-day, Sanskrit Day, Nutrition Day, National Mathematics-day, Anti-Tobacco-day, Anti-Terrorism-day, Common Wealth-day, Yoga-day, International Youth-day, International-day of biological diversity etc. are celebrated. Programs conducted under NSS, NCC, History, English, Hindi, Sanskrit and Political Science departments help to inculcate human values among students. IQAC set up a community kitchen called 'Arnapurna' that inculcates human values in students. Slogan writing competition on Mother's Day by Home Science department inculcated gender sensitization. Social Activities like free Blood Sugar and Blood Pressure check-up camps, Workshop on Online Banking, Constitution Awareness programs, Wi-fi Awareness program, Fitness Programs are celebrated to generate human values and empathy.

File Description	Documents
Any additional information	[View File]
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	[View File]

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

02

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	[View File]

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

86

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

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

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2338

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

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

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

1355

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

2.2 - Catering to Student Diversity

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

The College evaluates the learning levels of the students through paper presentation, seminars, tests, activities and quiz. The test marks and presence are made available to the subject teacher, class teacher, Head of the Department, student and parent. This helps them to track the student progress. Subject teachers, class teacher and mentors along with Head of the Department, classify the slow learners & advanced learners by tracking their academic performance in the internal tests conducted as per the calendar. For Slow learners: the IA marks and attendance of the slow learners are informed to their parents over the phone and other communication medium. The tutorial classes are conducted to improve their academic performance. The slow learners were given extra time to clear their doubts and clear their conceptual problems. During the ONLINE classes according to Guidelines; videos of Online classes are made available to students all the time. Advanced learners: Advanced learners are constantly guided and encouraged for participation in various competitions and events. The teachers identify their interest and talent in various domain and then guide & motivate them. Students are encouraged to participate in National and International Level events like paper presentation, poster presentation and quiz etc. Students are given the chance to utilize the laboratories during the free hours to learn other experiments beyond the curriculum.

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

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

Number of Students	Number of Teachers
2148	26

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

M. M. Mahila College provides student centric methods such as experimental learning, participatory learning and problem-solving methodologies for elevating learning experiences. All the science programs and many of the social science programs integrate practical courses with adequate experiential practice for the students. They also provide platform for participatory learning to the students through role plays and activities. Moreover projects, fieldworks, seminars, and NSS, NCC etc inculcate among the students the practice and habit of participative learning and problem-solving methodologies. In the PG program Home Science, there is a compulsory project dissertation course that provides adequate opportunity to the students for incorporating and practising problem-solving methodology. Thus, In M. M. Mahila College, we inspire learning by doing the experiential learning strategies also include open-ended laboratory work through field work and lab work conducted by the department of Botany and Zoology. Participatory learning is also encouraged to student's seminars, debates, quiz, group discussions and many such activities.

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

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

Information and Communication Technology (ICT) aided tools have transformed the teaching-learning process, enhancing

effectiveness and engagement in the modern education landscape. These tools encompass a wide range of digital technologies, including tablets, computers, interactive whiteboards, educational software, online resources, and internet-based platforms. Teachers use a wide range of ICT enabled tools to ensure an effective teaching and learning process which has considerable improvement during the academic session 2022 to 2023. In M. M. Mahila College, teachers made use of the online teaching platforms. Faculties are encouraged to use PowerPoint presentations in their classroom teaching by using LCD's and projectors. Audio video lectures were uploaded by faculty members so that the students can learn at their own pace and time. The e learning depository is on the college website where the teachers uploaded their content. The ICT tools and resources used for teaching where Google Class, Google meet, zoom and videos which were uploaded on YouTube and some on Facebook live. Faculties prepare online quiz for students during the teaching process through google classrooms.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

00

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

2.4 - Teacher Profile and Quality

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

26

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

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

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

23

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	No File Uploaded

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

2.4.3.1 - Total experience of full-time teachers

245

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

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and

mode. Write description within 200 words.

The mechanism of internal assessment is designed to be transparent and robust, ensuring accuracy, fairness and regularity in evaluating students' performance throughout the academic year. Assessment process is conducted internally by the educational institution and complements the external examinations. It encompasses various aspects of a student's learning journey, including class participation, assignments, projects, quizzes, and presentations. Transparency is maintained by clearly communicating the assessment criteria and grading rubrics to both students and teachers. This ensures that students are aware of the expectations and standards they need to meet, promoting a sense of accountability and motivation. The schedule of internal assessment (Viva-voce and practical experiments as prescribed by the university) for each course is prepared by the departments keeping consistency with the university notifications to be followed. The department notifies the students about the date and time of the internal assessment. The schedule is strictly maintained by each department. After each internal assessment teachers evaluated the answer books. Each department preserves all records of the internal assessment conducted during the academic session.

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

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

Grievance redressal mechanism is part and parcel of the machinery of any given administration the college to boast of an efficient and effective grievance cell. Most of the grievances related to the examination are received after declaration of results by the University. The errors in their results like marks of the internal assessment, attendance, error in the personal details etc. are immediately addressed and forwarded to be corrected. The criticism is recruited and sent to the concerned department or authority where time limit of 15 to 20 days is given. Each and every superintendent and staff members concerned are instructed for due care and cooperation for the quick disposal of student grievances at their respective level. Where ever necessary, the relevant documents/testimonials are submitted through the

candidate personally or through their parents to Controller Examination or concerned person for speedy Redressal of the issue. As per internal practical tests are concerned, if any student points any academic discrepancy and feels not satisfied with the conduct of tests, the concerned teachers and department whole heartedly show their concern and attention is given to the student to redress her grievances. For the internal assessment the institution has developed an efficient mechanism to deal with the grievances feedback is collected from the students every academic year.

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

2.6 - Student Performance and Learning Outcomes

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

At the beginning of each academic year, the institution conducts orientation sessions for both teachers and students. These sessions include detailed explanations of the overall Program outcomes and specific course objectives. It is an opportunity for teachers to outline their teaching approaches and expectations while giving students a clear understanding of what they will be learning. Each course has a comprehensive syllabus that includes the learning outcomes, assessment methods, and grading criteria. The syllabus serves as a roadmap for both teachers and students, providing a clear outline of what will be covered during the course and what is expected from the students. Regular meetings, notices and announcements from faculty members and academic advisors reinforce the understanding of the Program and course outcomes, as well as provide updates or clarifications when needed. Reviews and feedback sessions are conducted to assess the alignment of teaching practices with the stated outcomes. These reviews also allow for continuous improvement and adjustments to ensure the Program remains relevant and effective. By implementing these approaches, our institution creates a learning environment where teachers and students are well-informed about the stated Programme and course outcomes. This awareness empowers students to take charge of their learning, and it enables teachers to design instruction that aligns with the institution's educational goals, ultimately leading to better academic outcomes

and student success.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The attainment of the course outcomes and program outcome is a critical aspect of evaluating the effectiveness and success of an educational institution's academic programs. it is assessed by the college from the performance of the students in the continuous internal assessment examination. The institution assesses whether students have achieved the desired learning outcomes set for each Program and individual courses. Evaluation methods may include various forms of assessments, such as exams, assignments, projects, practical demonstrations, and presentations. These evaluations provide valuable data on students' knowledge, skills, and competencies, indicating the extent to which they have met the intended learning objectives. For the class tests, the course outcomes of each student is calculated from the percentage of marks obtained and marks attempt in the question. Formative assessment is also taken into consideration such as viva-voce, student-seminar, group discussion, practical experiments, case studies, field studies and the projects. The process of evaluating outcomes allows the institution to identify strengths and areas for improvement in its curriculum, teaching methodologies, and support systems. It helps educators make data-driven decisions to enhance the quality of education, adjust instructional strategies, and address any gaps in learning.

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

2.6.3 - Pass percentage of Students during the year

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

00

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

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.mmmcollegeara.org/sss_analysis.php

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

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

3.1.2.1 - Number of departments having Research projects funded by government and non-

government agencies during the year

00

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

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

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

24

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

3.2 - Research Publications and Awards

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

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

06

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

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

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

`07`

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

3.3 - Extension Activities

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

`Nil`

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

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

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

`00`

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

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

community and NGOs) during the year

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

15

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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

724

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

3.4 - Collaboration

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

00

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

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

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

00

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

M. M. Mahila College offers 3 UG programs BA, B.Sc and BCA, a vocational program and two PG programs in Home Science and Psychology. The college has 19 rooms in totality and few more are under construction. The institution has a well-equipped multipurpose seminar hall with capacity of 200 people to be seated and onesmart board. There are eight smart classrooms (Seminar Hall 1; BCA: 2; Botany 1; Home Science 1; Physics 1, Psychology 1 and Zoology 1). There are threelaboratories: language lab, NRC (NET RESOURCE CENTER) and BCA. There are well stacked science laboratory of Physics, Chemistry, Botany and Zoology. The PG department of Home Science and Psychology has a well-equipped laboratory with smart board facilities. The library

has four computers. further there are Two computer operators for office with two computers along with scanners,and black and white printers for the office work.

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

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

M. M. Mahila College offers 3 UG programs BA, B.Sc and BCA, a vocational program and two PG programs in Home Science and Psychology. The college has 19 rooms in totality and few more are under construction. The institution has a well-equipped multipurpose seminar hall. There are eight smart classrooms (Seminar Hall 1; BCA: 2; Botany 1; Home Science 1; Physics 1, Psychology 1 and Zoology 1). There are three computer laboratories: language lab NRC and BCA. There are well stacked science laboratory of Physics, Chemistry, Botany and Zoology. The PG department of Home Science and Psychology has a well-equipped laboratory. The library has four computers. further there are Two computer operators for office with two computers along with scanners, copiers color and black and white printers for the office work.

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

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

08

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

08

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

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

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

18727842

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

4.2 - Library as a Learning Resource

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

The library is partially automated using LIB-MAN software. The total number of books in library is about 25681 and the number of visitors per day is in the session 2022 to 2023 is around 64. It has 4 computers, 4 printers and is well equipped with proper lightening and ventilated reading room for its students and faculty members..The library is partially automated using LIB-MAN software. The total number of books in library is about 25681 and the number of visitors per day is in the session 2022 to 2023 is around 64. It has 4 computers, 4 printers and is well equipped with proper lightening and ventilated reading room for its students and faculty members..

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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

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

200283

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

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

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

27

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

The college campus has access to Wi-Fi service provided by the Bihar Wi-Fi campus project of Bihar Government. The internet service provider (ISP) is Airtel providing a download and upload speed of 10 MBPS respectively. In total there are 11 internet access points (IAP) (wireless devices) in the main campus. Out of which 10 are indoor access points and one is outdoor access point. Wi-Fi availability is in all the computers and is accessible to the entire college campus with passwords. The regular maintenance and upgradation of computers and related accessories is done by the vendors as and when required. The college website is regularly updated to provide online access of notices, events, online learning facilities for the students and all stakeholders.

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

4.3.2 - Number of Computers

80

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution	D. 10 - 5MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

18727842

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

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

The college follows established set of rules and procedures for maintaining and utilizing the physical, academic and support facilities. The maintenance of physical facilities of the college like departmental classrooms, seminar hall, libraries, computers projectors are done at the level of concerned heads. The head of the departments provide the requisition for the work to be done which is put up before the College development and Advisory Committee as well as the IQAC. For the maintenance of the Laboratories the college provides contingency fund per annum to the departments. At the larger scale maintenance work is being done as per the recommended estimation of university engineer which is duly put up before the development and advisory committee of the college and carried out in accordance to the government guidelines. Similarly, the librarian proposes for the maintenance of the library resources which is subsequently approved by the principal in consultation with the departmental

heads and concerned units and cells. The maintenance of basic physical facilities such as electricity, expenses travelling allowances, CCTV surveillance is done from the respective grants from the office. Regular cleaning and maintenance of the classrooms, laboratories, washrooms and offices is done by the non-teaching staff on contract basis. The maintenance of IT infrastructure is done by the local vendors as per requirements.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

00

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	No File Uploaded

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

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

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

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

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

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

76

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

76

File Description	Documents
Any additional information	[View File](#)
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

5.1.5 - The Institution has a transparent mechanism for timely redressal of student	**B. Any 3 of the above**

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**

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

5.2.2.1 - Number of outgoing student progression to higher education

00

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

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

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

00

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

5.3 - Student Participation and Activities

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

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

00

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

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

M. M.Mahila College has an active debating and cultural society to encourage collaboration and critical thinking comprehensive learning throughout the year among the students while honing their public speaking and argument at the skills via competitive and formalized debating students learn to express themselves clearly and cohesively inEnglish/Hindi to discuss a wide range of social political and economic issues thusgaining Awareness of the burning and prevalent social political and economic issues does gaining greater Awareness of the world's issues in the form of workshop in preparation.The society needsoften in the form of the society meets often in the form ofworkshops in preparation for debating competition in which members regularly take part in the aim is to include more students to participate in debating sense it is useful for students with any field.The aim is to include more students to participate in cultural & debating programssince it is useful for students with any field of interest So that's these big numbers. Students learn how to argue in a convincing way and come up with counter arguments quickly It just not only helps a student in academy life but also allows to recognize logical fallacies in everyday life. All the departments actively motivate girls to take part in the various debates.

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

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

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

08

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

5.4 - Alumni Engagement

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

The M. M.Mahila College has anunregistered alumni group which morally supports the functioning of the institute.it organises small level activities in the college like mehendi competition . A whattsapp group has been formed and different career related vacancy advertiesments have been posted time to time. Feedback is procured from the Alumni and analysed by the the accuracy and duly forwarded to the authority concerned.

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Mahanth Mahadevanand Mahila Mahavidyalaya, Ara is a premier education centre of higher educationestablished in the year 1959. The vision and mission of the college is to provide quality and holistic education to the women of Bhojpur district so that they can face challenges and stand by the changing national and global trends in education. Since its establishment, the college is striving continuously to encourage and inspire the girls to attain freedom from the darkness of ignorance and lead them a life full of knowledge, wisdom and value - based. Besides, the institution is working to inculcate high moral and ethical values amongst the students to make them responsible citizens and good human beings. The college caters to the educational, social, cultural and economic needs of the society. Our vision is translated and reflected through our mission to sustain such an atmosphere through which girls can achieve overall development of personality and enable them to become a self-reliant person by achieving economic independence. In all these its chief motto is to make women across all social strata to be self-reliant and assertive in their lives. Encourages all students to respect all ideals, think and discuss with freedom of expression as a major vehicle of transformation to creativity with self-reliance.

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

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

M M Mahila College follows the practice of decentralization in its true sense in all aspects such as academics, administrative and extra curricular activities. Principal is the chairperson of all academic departments and various committees have been formed for successful execution of different activities. Meetings are held at regular intervals to discuss the activities of the college. Various committees are development committee, advisory committee, cultural committee,, vocational advisory committee, hostel committee, library committee, examination committee, NSS placement cell, gender cell etc. To strengthen the idea of participative decision-making, the principal of the college has consultations with the staff members and student representatives. The admission, examination, discipline, grievance support services, finance are subject to the university regulations. The

teacher shares knowledge and expertise among themselves and staff members while working in the different committees. Different strategies and plans are successfully implemented through various committees. The practice of decentralization and participatory management is reflected in all the activities of the college through a strong and efficient working of various committees.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has well defined strategic plans and works accordingly to send proposals for seminars to ICSSR, UGC, NCW and other organisations for sponsorship. National seminar sponsored by NCW and ICHR New Delhi weregranted during the session .The college introduced online feedback form for teachers, students and alumni. There is a strategy to merge the CLC form with feedback and procure the data online. In keeping with the social responsibility,use of solar panels and LED bulbs is another eco-friendly environment effort on the part of the institute. The department of Physics made a significant contribution by making an awareness drive for conservation of water rainwater harvesting environmental hazards and other looming dangers faced by our planet college what's the venue for vaccination drive by the the district administration. The college uses pfms for Rusa transaction as a participating move in paperless administration out of the go green campaign. The Otherpaperless transaction trends being followed by the college are email and faxing electronic billing and payment and electronic signing for income tax.

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

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The organizational structure of the institution consists of the Principal, teaching staff, non teaching staff and students. The college has an IQAC comprising of Heads of the departments , Controller of Examination, other stakeholders headed by the Principal and coordinated by an efficient senior teacher. The IQAC plays an important role for monitoring the internal quality of the institution. All development issues are planned by the members and feedback of the completed plans are considered and the reasons for non completed plans are discussed. The administrative setup is streamlined, ensuring smooth communication and coordination among different departments. Meetings of teaching staff are held regularly for the effective planning and implementation of programmes like teaching, learning, academic administration, curricular and extra curricular activities Both Teaching and Non-Teaching staff have their associations and they put up their demands to the principal for compliance. The financial matters are dealt by the Bursar and accountant. Appointment and service rules are transparent and merit - based, promoting a fair and accountable system. The institutional website notifies on admission procedures and updates on institutional events.

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

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

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

6.3 - Faculty Empowerment Strategies

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

The college has implemented various welfare measures for the benefit of teaching and non - teaching staff. Well - furnished office room and staff room with sitting arrangements is provided. Childcare leave, Maternity leave, Medical leave, Study leave, Duty leave, Special leave, casual leave is provided to the staff as required by them. Staffs are entitled to take loans against provident funds. Medical assistance is given through a MBBS doctor as and when required. The college also encourages its faculty members to acquire latest skills by deputing them for various programs and courses. Fast speed internet facilities have been provided. Physical fitness programs have been organized for the faculty members. Permission is readily granted to participate in Refresher Courses/ Orientation programs/ Short term courses to the teaching staff for professional development. Faculty Development Programmes, Faculty Enhancement Programmes for skill upgradation and teaching are organized for both teaching and non-teaching staff. Both teaching and nob-teaching staff can avail loan facilities as per government rules. Clean drinking water facility has been provided. The college follows a no fees structure facility at admission level under free girl education schemes of Bihar government.

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

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

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

`00`

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

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

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

`00`

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

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

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

10

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

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

The Institution has a Performance Appraisal System according to the rules of the University. All the faculty members submit their self-appraisal for assessment of their teaching learning evaluation, professional development, cocurricular activities, extension work, research publications, and academic contributions. This is checked and verified by the IQAC and an overall API score is calculated according to the given format. The finalized report is forwarded to the university after the remark by the principal. The performance appraisal system for non-teaching staff is based on work and responsibilities given and executed by them. The principal takes corrective measures for improving overall performance.

The main points for evaluation of the teaching staff of the institution are as follows:

1. academic task

2. Examination Task

3. Extension Service

4. Research and other academic activities

5. Participation in co-curricular activities

The following are the main points for evaluation of non-teaching

staff.

1. clerical task

2. extension activity

3. Other given task

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

6.4 - Financial Management and Resource Mobilization

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

The institution has a robust mechanism for the execution of both internal and external financial audits. For each transactions the financial transactions are accounted in the DCR-1and DCR-2 by the college. Cash books, cheque books and registers are regularly maintained. The internal auditor examines all vouchers and the expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. The auditor of the firm is selected by the University and the firm's name is Sanjay Kumar Jha and Associates. In the external audit, all the financial transactions of the RUSA fund is audited by the CA and the utilization report is submitted to RUSA office. The college maintains the highest level of transparency in all financial transactions. All the bills and vouchers are submitted for audit. The audit reports are witness that's the audit is done as per standard norms.

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

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

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

00

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

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

Our Institution has implemented a strategy and policy for the smooth mobilization of funds and optimal utilization of all the resources available during 2022-23. The institute does not have any regular source of income as 'FREE EDUCATION ' to all girl students plan is implemented. The college depends on university for all kinds of maintenance and expenditure. For the last few years college is receiving fund from RUSA for infrastructure and academic maintenance. The salary of 'on contract' non-teaching employees is given by internal source. The accounts of expenditures and utilization of the funds are systematically documented and audited by statutory Auditor. For every financial year the accounts of the College are subject to audit by the internal qualified, chartered accountant appointed by the university. The qualified remarks made by the auditor are taken into consideration.

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

6.5 - Internal Quality Assurance System

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

This academic year the aim of IQAC is to use technology and practice environment-friendly working. IQAC used internet for the

paperless collection of data like reports of committees, co-curricular and extra-curricular activities, published research papers and books, faculty development programs, webinars/conferences, etc. In order to enhance the quality of the college in all spheres, various quality assurance strategies initiated by the IQAC of the institution . All the faculty members are encouraged and supported to participate in orientation, refresher course, workshops , seminars and conferences related to the teacher- learning process and research. Teachers with PHD are encouraged and motivated to act as research guides for the research scholars. Various Meetings on quality awareness, workshops, and trainings have been planned throughout the academic Year for making awareness on IQAC NAAC .The members of IQAC give suggestions for improvement and better implementation of Curriculum. All the teachers are encouraged to use audio visual teaching aids charts models etc for effective teaching learning processes. IQAC always take an effort to understand the difficulties with the sudden change of the learning platform and helps the students to come up with more enthusiasm and confidence. In the session 2022-23, the experience of the technical support helped in executing 'blended learning'. Class-wise WhatsApp groups were formed to upload different information and also e-content, study materials, videos, etc.

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

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

The IQAC is committed to review the teaching-learning process, structures & methodologies of operations, and learning outcomes at periodic intervals. The main objective of IQAC is to establish a student-centric approach regarding teaching learning and to design the policy to assess and evaluate it intermittently. Accordingly, it provides support and guidance to the faculty. IQAC focused on the holistic development of students and organized several expert lectures. Several webinars/seminars and skill development activities were also organized. IQAC obtained "feedback" from stakeholders like students , parents, teachers, alumni and analysed the obtained data. This data is used for

further improvements. Departments were motivated to start vocational courses and certificate courses so that students will be able to acquire skills needed for particular types of jobs. Digital Smart Boards been installed in Classrooms and labs to transform the experience of Learning to Students.

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

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

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

M M Mahila College implement measures to promote gender equity and address issues related to gender inequality. It is important to recognize that gender sensitization should ideally be a comprehensive effort that addresses the needs and awareness of

both males and females. While there may be specific programs or initiatives that focus on women's issues because college belongs to women only. The Institute is actively involved in organizing programs, seminars, debates, and group discussions to promote awareness about various important issues such as women's empowerment, gender sensitivity, cybercrime, and self-defence. These initiatives play a crucial role in fostering a more inclusive and supportive environment. These programs encourage and support the professional development of women and contribute to creating a more informed, empowered, and resilient community. Institute implements family-friendly policies, such as maternity leave, parental leave, childcare leave, and other benefits that help employees balance their work and family responsibilities. The institute has established the committees like the Women Redressal Cell and Internal Complaint Committee (ICC) to ensure the well-being of female faculty and staff members. The counselling sessions conducted by female faculty members from these committees also play a crucial role in addressing the specific needs and concerns of female students. Common rooms with basic facilities for girls are provided in a designated space where they can feel comfortable and supported.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above

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

7.1.3 - Describe the facilities in the Institution for the management of the following types of

degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

To maintain a healthy and sustainable environment, the institute takes some steps toward for the proper management and disposal of water, solid, biomedical, and E-waste management. Various bins or containers are provided by the institute for different types of waste such as paper, plastic, glass, organic waste, and hazardous waste. The institute has an effective mechanism for waste management. The vegetable waste and leftover waste from the hostel and canteen are segregated into biodegradable and non-biodegradable waste by the fourth-grade employees of the college. The bio-degradable waste is disposed of through the pipeline. The non-biodegradable waste is collected by the municipal authorities. The e-waste generated in the college is collected together from all departments are replaced with new ones. The leftover one-sided papers in the office are reused. For liquid waste management, an effective sewage treatment plant (STP) functions inside the college and connects with the municipal corporation sewage plan. For waste recycling system awareness campaigns have been conducted to educate students, staff, and faculty about the importance of recycling. These programs encourage the use of reusable items such as water bottles, containers, and bags and help to simplify the recycling process by allowing users to place all recyclables in a single bin.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants**	C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment	C. Any 2 of the above

with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

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

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

Creating an inclusive and diverse environment is crucial for the holistic development of students. M M Mahila College is actively working towards fostering tolerance, harmony, and appreciation for various diversities. It is wonderful to see the Department of Sanskrit and Hindi at M M Mahila College actively organizing events to celebrate and promote the rich cultural and literary heritage. The Sanskrit competition on "Sanskrit Diwas" showcase a commitment to preserving and nurturing the language. Similarly, the events organized by the Department of Hindi, including the "Kavya path and quiz competition" and the seminar on Mahavir Prasad Dwivedi and Hajari Prasad Dwivedi, contribute significantly to the understanding and appreciation of Hindi literature. These initiatives not only honor literary figures but also inspire students to connect with their cultural roots. Organizing a seminar on Mahavir Jayanti is a wonderful initiative by the Department of Prakrit. It not only commemorates the teachings and philosophy of Lord Mahavir but also promotes the values of peace, balance, and coexistence. By creating awareness about Mahavir's teachings, the department contributes to

instilling a sense of compassion and understanding among students. Such events play a crucial role in fostering a positive and harmonious atmosphere within the college community.

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

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

At M M Mahila College, we believe in giving holistic all-around education to the students and sensitizing students and employees on our constitutional rights, values, duties, and responsibilities is one of the primary education given at the institute through various means. The constitutional obligations are done through curriculum as well as through extra-curricular activities. Many of the subjects offered have topics that sensitize the students about constitutional obligations. Many programs are conducted by various departments of the institute to educate women about their rights. Celebrating Republic Day and Independence Day, along with initiatives like the "Har Ghar Tiranga Rally" and speech competitions, show a strong commitment to instilling a sense of constitutional awareness and patriotism among students. It sounds like a holistic approach to education that goes beyond textbooks and into real-life understanding and appreciation of constitutional values. Organizing an Anti-Terrorism Day is a proactive and commendable initiative by the NCC unit at M M Mahila College. Raising awareness among students about the dangers of terrorism and emphasizing the importance of staying away from harmful activities is crucial in promoting a safe and responsible community. Such events not only educate students about the implications of terrorism but also instill a sense of civic responsibility.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**E. None of the above**

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

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

M M Mahila College showcases a remarkable dedication to societal welfare by actively engaging in various national and international events. With a focus on nurturing a supportive atmosphere for the youth, the college marks International Youth Day on August 12, shedding light on critical cultural and legal youth issues. The Psychology Department conducts free blood sugar and blood pressure check-ups on World Hypertension Day (May 17), emphasizing cardiovascular health awareness. Additionally, the Botany Department contributes to ecosystem preservation by observing The International Day of Biological Diversity on May 22. Promoting holistic well-being, the National Service Scheme (NSS) advocates yoga and meditation benefits on International Yoga Day (June 21). The National Cadet Corps (NCC) initiates an essay competition addressing environmental degradation on World Environment Day (June 5). Emphasizing fitness and awareness, World No Tobacco Day on May 31 is marked with a "Grow Food Not Tobacco" theme. Noteworthy events include a national seminar sponsored by the National Commission for Women (NCW) on abusive

relationships and domestic violence prevention, organized by the Internal Quality Assurance Cell (IQAC) on March 10, 2022. The Home Science department conducts a slogan competition on Mother's Day, reflecting the college's holistic and proactive stance on community issues.

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

7.2 - Best Practices

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

Best Practice 1- "Annapurna" addresses food insecurity, promoting compassion and inclusivity at M M Mahila College, while strengthening community bonds. M M Mahila College initiated "Annapurna" in response to local poverty and food insecurity, addressing economic disparities and resource deficiencies. Annapurna provides meals every four months, integrating social responsibility into higher education despite logistical and financial challenges. The initiative's consistent meal provision, beneficiary impact, and community support demonstrate its effectiveness in ensuring food security and well-being. Overcoming logistical hurdles and securing sustained funding and volunteer engagement are essential for "Annapurna's" continued success, showcasing resilience and determination.

Best Practice 2-M M Mahila College's proactive measures, including sanitary vending machines and health seminars, demonstrate a profound commitment to female students' well-being. Despite financial constraints, the institution engages parents in education and health awareness, addressing unique challenges faced by students from diverse backgrounds. The positive impact is evident in improved health conditions and active student participation. Efforts to bridge gaps in understanding, particularly regarding mental health, highlight the college's empathetic approach. Their dedication to holistic development, despite limited resources, sets an inspiring example for

promoting a supportive and empowering educational environment.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

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

M. M. Mahila College offers free education for women. This is the only college for higher education in Bhojpur district which provides free education to women. Free education eliminates financial barriers, making higher education more accessible to a broader range of women. This can result in increased enrolment and greater diversity among students. Many women from nearby places who are financially weak come here to study. Hostel facility is also available in the institute campus at minimum charges. Providing free education empowers women by giving them the opportunity to pursue their academic and career goals without the burden of financial constraints. This empowerment can lead to increased confidence, independence, and a sense of agency. It contributes to the promotion of gender equality by ensuring that women have equal opportunities to access education. By promoting free education for women, institute can challenge traditional gender norms and stereotypes.

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

7.3.2 - Plan of action for the next academic year

1. To prepare proposals for sponsorship to various government and non-government bodies to conduct seminars workshops and conferences.2. To motivate teachers to prepare research proposals for various major and minor research projects. 3. To introduce more vocational/certificate courses for UG/PG students. 4. To introduce PG level course in subjects other than Psychology and Home science. 5. To introduce more ICT enabled classrooms. 6. Motivate the students of NCC, NSS, Sports to strive and compete at National level. 7. To sign more MoU with NGOs and Government

organisations to further utilise its services. 8. To educatestudents and alumni about student satisfaction survey and feedback system. 9. Efforts will be made to connect and join more and more allumni and form an alumni association. 10. To conduct yoga and meditation workshops.11. To increase more sports training facilities for students. 12. To providesoft and life skills trainings to students. 13. To help create a green environment in the college by activating a green task force. 14. To initiate the rain water harvesting system in the campus. 15. Providing smart boards with projectors to all departments. 16. to provide the technical education to the teaching and non-teaching staff for improved work culture. 17. To make library fully automated computer assisted for students and to take subscriptions to e-journals, e-books and e-shodhanshu18. To introduce different clubs and cells for personality development of students as per their interest and skills. 19. To prepare the code of conduct for students, teachers, administrators and other staff and upload on website. 20. To increase the water consevation facilities in the campus.