



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

Part A	
Data of the Institution	
1.Name of the Institution	SABOUR COLLEGE
• Name of the Head of the institution	Prof Kamini Dubey
• Designation	Principal (in-charge)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	06412451169
• Mobile No:	9430900755
• Registered e-mail	principalsaourcollegesabour15@gmail.com
• Alternate e-mail	principal@sabourcollegesabour.org
• Address	Sabour College Sabour, Sabour Thana Road , Sabour, Bhagalpur
• City/Town	Sabour-Bhagalpur
• State/UT	Bihar
• Pin Code	813210
2.Institutional status	
• Affiliated / Constitution Colleges	
• Type of Institution	Co-education
• Location	Rural

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	T.M.B.U Bhagalpur				
• Name of the IQAC Coordinator	Dr. Ashok Kumar Jha				
• Phone No.	06412300665				
• Alternate phone No.	06412300665				
• Mobile	9431609905				
• IQAC e-mail address	ashokjha159@yahoo.com				
• Alternate e-mail address	iqac@sabourcollegesabour.org				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://sabourcollegesabour.org/aqar-2019-2020/				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://sabourcollegesabour.org/wp-content/uploads/2023/02/82-Academic-Calendar-20-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.58	2017	02/05/2017	01/05/2022
6.Date of Establishment of IQAC			23/08/2012		
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
Sabour College Sabour	R/R/B/Hill/Tribal	UGC	2010	160000
Sabour College Sabour	High SC-ST/OBC	UGC	2010	80000
Sabour College Sabour	Day care center	UGC	2010	100000
Sabour College Sabour	Equal Opportunity Center	UGC	2010	33000
Sabour College Sabour	Entry into service - R+NR	UGC	2010	620000
Sabour College Sabour	Infrastructural Grant Development	Rashtriya Uchattar Shikchha Abhiyan ,GOI ,MINISTRY OF Education, NEW delhi	2020	10000000
8.Whether composition of IQAC as per latest NAAC guidelines		Yes		
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 		View File		
9.No. of IQAC meetings held during the year		4		
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 		Yes		
<ul style="list-style-type: none"> If No, please upload the minutes of the 		No File Uploaded		

meeting(s) and Action Taken Report	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
<p>1. Online Classes 2. Plantation drive in UBA Adopted villages 3. Corona Virus Preventive measures With Awareness Campaign 4. RUSA Grant DPR proposed and sanction of Rupees 1cr Received as infrastructural development grant received by the college. 5. College was made quarantine centre of COVID 19 sufferer by the Bhagalpur District Administration. 6. Teacher's has participated in a number of FDP , STC , Seminar / Workshop / Training</p>	
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
Each Teacher Engaged Online classes	Achieved
RUSA grant proposal submitted for development	Achieved
To Begin New Classroom Constriction by MLA fund	in-progress
Four Smart classes with internet connectivity	Achieved
13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Nil	Nil
14. Whether institutional data submitted to AISHE	

Year	Date of Submission
2020-21	03/02/2022

15. Multidisciplinary / interdisciplinary

15. Multidisciplinary and Interdisciplinary: The National Education policy was announced by the Government of India in the year 2020 and it is yet to be adopted by the government of Bihar. As our college has been governed by the T. M. Bhagalpur University guidelines and instructions issued to its affiliated and constituent colleges. The Government through the NEP would like to bring back the ancient system combined with the integration of modern technology and curb the commercialization of education in the country. Apart from promoting Indian Languages and protecting the culture and ethos of Indian values are the objectives of NEP 2020. The vision of the Policy is to instill among the learners a deep-rooted pride in being Indian, not only in thought, but also in spirit, intellect and deeds, as well as to develop knowledge, skills, value and dispositions that support it. The institute believes that the commitment to human rights, sustainable development and living and global well-being, thereby reflecting a truly global citizen. The institute framed a committee that was responsible to implement the NEP-based curriculum in line with the national vision across all the programmes it offers. In addition, various sub-committee was constituted led by the respective Heads of the departments who discussed the curriculum framework in detail in their respective specialization setting academic standards. The committee believed in providing clear, understandable and consistent guidelines on teaching and learning standards and set expectations for the academic staff in terms of teaching and allied academic activities. Finally, the committee insisted to offer a high-quality education to students to achieve the broader aims and objectives of the NEP-2020 and to reach their full potential through student-centered learning. In the light of this, the institute has to redesign all its academic programmes to include multidisciplinary/interdisciplinary courses as electives. All programmes are designed in such a way that students get maximum flexibility to choose elective courses offered by other Departments. All these depend upon the overall instruction and guidelines to these effects issued by the University with which the institution is attached as a constituent college.

16. Academic bank of credits (ABC):

NEP-2020 follows a choice-based credit system (CBCS) for all its programmes. Under the NEP framework, each Discipline Core (DSC) is four credits, while Ability Enhancement compulsory course (AECC) and

Open Elective Course (OEC) are of three credits, Skill Enhancement Course is one credit. The students will now have the flexibility with exit options offered to them at multiple levels. One hour of Lecture is equal to one credit, one hour of the tutorial is equal to one credit (except for languages) and two hours of practical is equal to one credit. The continuous Internal Assessment (CIA) component is for 40% weighting and the final exam component is for 60% weighting. The NEP framework his first-year bachelor's programme with 50 credits can exit with a certificate course. A student who completes his two year bachelor's programme with 100 credits can exit with a diploma course, and with 3 years with 180 credits will exit an Honours Degree. The Choice based credit system has not adopted by the University yet It has proposed to be adopted from the session 2023-2024 by the affiliating university and henceforth by its constituent unit. After adaptation our institute shall make an arrangement to function Academic Bank of Credit.

17.Skill development:

As per the NEP, the committee identified a gap between the current state Learning Outcomes and what is required should be bridged. The institute to ensure the inclusive and equitable quality of education for students for lifelong learning, more emphasis on skills and values-based courses are designed under the new NEP based curriculum. The Skill Enhancement Courses (SECs) are meant to improve the skill levels of the students in various domains such as cognitive skills, analytical skills, and employable skills transferable. The institute has been planning to introduce skill development programme and certificate course through Distance learning mode and virtual mode run by the premier institute of the country. Skill development for fashion designing, tailoring, gardening, yoga, Computer literacy with software and hardware etc. for livelihood. We will also plan to register students of our college in the National skill development Department of government of India.

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

The institute provides degree for linguistic subjects such English, Hindi, Urdu and Sanskrit .but we do have full time regular teachers to teach Indian languages as mentioned. All others subjects are taught by teachers in bilingual mode mainly in Hindi and English. The institute ties up through MHRD, Government of India program named "EK Bharat Shreshta Bharat" for the cultural exchange like Manipur and Tripura. The University has adopted degree course in local language ANGIKA that will be a part of the degree program in

near future. Among the good practices of our institute to integrate culture and language with teaching together with the student have to visit those states in order to cultural, language, food habit and dresses of these states.

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

Emphasis is placed on a clearly articulated idea of what students are expected to know and be able to do. The institute provides good education to students, session on carrier counselling, training in mushroom cultivation, vermicomposting, Makhana cultivation and Biogas production etc., which will helps them when they leave the institute for the society development as well as of help to earn their livelihood.The New Education Policy 2020 has not been adopted by our university. It is to be adopted since session 23-24. After its implementation in the university all necessary steps shall be taken for the Outcome based education. Semester system and Choice based credit system are also not implemented in the university for graduate level in the degree college.

20.Distance education/online education:

The institute is on way to propose for conducting various certificate, Post graduate diploma course and vocational course through distance mode affiliated to university of repute like IGNOU, Nalanda Open University etc.

Extended Profile

1.Programme

1.1	22
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	5278
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	5432
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	916
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	33
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	57
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	20
Total number of Classrooms and Seminar halls	
4.2	5.3
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	14
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

1.1.1.1. The institution ensures effective curricular delivery through a well-planned and documented process:

The institute has been a constituent unit of T. M. Bhagalpur University, therefore it adheres to the curriculum framework of the parent university. There is no more scope for flexibility only we can complete the syllabus in a well-planned model.

The institution strives for effective curriculum delivery through conventional as well as modern techniques. The teaching work is allocated to the faculty members after discussion and deliberations in departmental meetings. The teachers take utmost care to complete the syllabus in time and the students are encouraged to meet the teachers beyond classroom hours for additional assistance and guidance. The students who do not perform well in internal (class test) exams are asked to attend remedial classes to boost their performance. The progress of delivery of curriculum is regularly monitored and necessary course corrections are made. Feedback from stakeholders is being taken and analysed to improve overall performance. Modern methods of teaching are employed to make the process of learning more engaging and riveting. These include PPTs, audio-visual aids, film screenings, educational trips etc. The students are advised to participate in Project work. The institute has devised ICT enabled lecture for well comprehension of the learning materials in the class. We take recourse to various social media with learning management software. Audio video recording of the top lectures of the country are also demonstrated by the faculty members in the class.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://m.facebook.com/story.php?story_fbid=pfbid0DkA6SdpWuwr2cCD2EUyLfvaf7fpo6mhDTJd13YQP53ndZmVONp73CGqL9GppWeMnl&id=100028985781594&sfnsn=wiwspwa&mibextid=afzh1R

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

Being a constituent college of the T. M. Bhagalpur University, Bhagalpur, Bihar, this College follows the academic calendar frame worked by the university by in the beginning of the academic year. It clearly explains a schedule for teaching, final examination, and vacations, which is being followed by the college to ensure smooth and efficient functioning of its teaching and learning processes. Within the same framework, the college also prepares its own calendar of events and activities before the commencement of the Academic Session and the same is uploaded on the college website. Though we have all adherence to the academic calendar frame worked by the university as well as college.

The Covid-19 pandemic has paralyse almost all the activities during the period except online teaching with off line classes.

We have also completed field work relating to project with students teachers and community, local body members and block level administrator. We have celebrated a number of events as per the academic calendar of the college keeping in view the CORONA virus related pandemic advisory by the University and competent health and local administration authority.

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

1.1.3 - Teachers of the Institution participate in D. Any 1 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	View File
Any additional information	View File

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

0

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	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 aims and objective of our institutions is to incorporate the traditional Indian values derived from ancient scriptures into the western system of education.

Thus it is our constant endeavour to integrate the aspects relevant to professional ethics, gender, human values, environment & sustainability into the curriculum. The students are motivated to become members of NSS, NCC & other such organizations which inculcate the spirit of social service & patriotism in them. For gender sensitization, Women Cell has been set up, which organizes seminars, discussions and workshops on gender issues. The subjects of Environmental Studies and Drug Abuse, Villages have already been adopted to inculcate the students about the issues like climate change, biodiversity conservation, greenhouse gases emissions, drug issues, technology up gradation with the mentoring institute of Global repute like IIT Delhi etc.

. As a part of rigorous implementation of professional ethics, proper awareness is given to the students regarding the significance of intellectual property rights through lectures. Women empowerment and gender equity initiatives are also taken in various ways Human rights awareness talk counselling are also taken care of by the institutions in different ways. There is ramp and other facility available for DIVYANGJAN.

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	No File Uploaded

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

0

File Description	Documents
Any additional information	View File
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)	No File Uploaded

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

21

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

D. Any 1 of the above

from the following stakeholders Students
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://docs.google.com/forms/d/e/1FAIpOLSD_MaTGhHW-BPZtnJ-cJbiCkra4cTKuxvkv-gckw3X6lGdKig/viewform?usp=send_form

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

14583

File Description	Documents
Any additional information	View File
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

4112

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The Institution assesses the level of learning of students through regular classes and question-answer sessions. More than the old form of rote learning, emphasis is placed on their level of understating and conceptualization that go towards a better comprehension of the subject or topic under consideration. Particular care is given to slow learners through feedback in classes and teachers are always available for answering their queries and correcting write-ups. All departments have their own unique style of student assessment. Lab-based subjects like Physics, Chemistry, Botany, Mathematics, Zoology, and Commerce are better equipped to deal with students hands-on vis-à-vis those of Arts and humanities.

At the beginning of the course slow learners are identified through the oral test and in a similar way group of advanced learners are identified. Each student of the advanced learner group of the same subjects is assigned a group of two to three slow learners students of the same subjects to guide and clear doubts and concepts of slow learners under the overall guidance of a teacher of the subject concerned. Students are also motivated and encouraged to participate in extracurricular and curricular activities.

File Description	Documents
Link for additional Information	NA
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
4788	28

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Humanities subject teachers take extra care in involving the pupil in their respective subjects in unearthing the intricacy of the discipline. They are encouraged for extensive library work for participative learning. Therefore, the task of imparting education through a student-centric approach has to be customized. The students from the upper strata are generally active and their ability to comprehend is generally higher. So, for them, the effort of the teacher is much less in boosting their confidence level and encouraging self-reliance. For the students of Laboratory-based science subjects such experiential learning is a part of the learning process in the laboratory--- being a supplementation for the theoretical courses. Students of the Commerce stream have their exposure in the IT laboratory. In addition, these students are exposed to unique problems in the laboratory, which they are encouraged to solve with their knowledge base. For students from the lower strata, both academically and economically, it is a challenging job. First of all, they need constant attention and encouragement. Taking care, that they are involved in class lessons and fascinated by the beauty of the discipline.

Overall, student-centric methods are in vogue for all students according to their needs. But, the lacunae remain, as the individual needs of the student are unpredictable.

File Description	Documents
Upload any additional information	View File
Link for additional information	NA

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

The Teachers of SabourCollege are very much fond of using ICT. Most of them are proficient in the use of computers and software. All laboratory based subjects have to use computers for teaching and learning. This is particularly true with regard to Physics and

Chemistry. The pandemic situation proved to be an acid test for the teaching faculty of the college to demonstrate and upgrade their computer skills as the classes had to be conducted online in keeping with the COVID safety norms and restrictions introduced both at the Central and State levels. All course material in addition to teaching and learning had to be conducted online via email and the Google platform. Moreover, university exams had also to be conducted online in the pandemic situation. All these factors made the teaching faculty more proficient in the use of computers and various applications. Overall, the use of ICT by the teachers of the college has proved to be satisfactory as well as a learning experience.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://sabourcollegesabour.org/2023/04/26/online-physics-classes-by-using-ict/

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

28

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
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

28

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

28

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

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

2.4.3.1 - Total experience of full-time teachers

28

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 College follows a robust mechanism of internal assessment through regular classes and tutorials. As the pandemic situation

stood in the way of physical interaction, online classes were held regularly and students were evaluated on Zoom, Google Meet, What Sapp, etc platform on a weekly basis depending on the formers' net connectivity in the remote rural. The teachers tried their utmost to reach out to as many number of students as possible using E-learning resources, and attendance of the students were rigorously maintained to keep tabs on their academic activity. Question and answer sessions were organized to acquaint students with the CBCS syllabi and its contents.

During the pandemic period, a large number of students were got registered in the National Digital Library for study material available there 365X24. Not only was this but it also endeavoured to register in the library the community who were interested in study.

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

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

All Internal Annual Test Examinations were conducted regularly by the College apart from the annual test examination with questions prepared from the topic taught and also from the whole syllabus respectively. Hard Copies of the Examiners' Statements are preserved for the benefit of teachers and students alike. That way, the examinees immensely benefitted and were spared the travails of losing a year detrimental to their academic and professional careers. In the class, teachers use feedback from students through interaction with taught.

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

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.

As the admission process is completely online except for a few seats in each subject. The Programme Outcome and course outcome are displayed on the website. Aspiring students of the different streams in Arts, Science, and Commerce were supposed to be well acquainted with the same. The College Prospectus provides exhaustive material on different subjects and student intake.

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

Teachers from all disciplines try their best to provide students with the latest information, not only in terms of academic attainments but also about different professional skills essential for a healthy and sustainable career. The College tries to harness all of its human resources to provide an ideal environment for teaching and learning so as to equip students with life skills for meeting future challenges.

Each program is designed in a way to improve language proficiency with communication skills, logical reasoning, scientific temper improvement, participative learning, experiential learning, etc.

At the beginning of the session orientation program for the newly admitted students is organized in order to acquaint them with the course and program outcome and ways to improve individual learning and knowledge in the course of imparting teaching. The entire teaching method is based on feedback from the students and interaction with the teachers. The pattern of examination and evaluation process are also discussed.

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

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

693

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://sabourcollegesabour.org/2023/04/26/final-year-annual-report-2018-21/

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://docs.google.com/spreadsheets/d/1lshHf5DFGbK9vwsAx0pf7gZ6QONgF42CEqRv2wjZ8yM/edit?usp=sharing>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

10000000

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

1

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

1

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)	No File Uploaded

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

9

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

0

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

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

Sabour College Sabour has shown a very strong presence in extension activities that go beyond the curriculum. In line with the goal of the institution "Social Awareness on Health & Education", the extension activities encompass, Environmental issues undertaken by plantation, Women Empowerment, Health Awareness particularly COVID-19 pandemic prevention, and Educational Sustenance through Imparting online teaching. Five villages have been adopted for development through technology under the overall supervision of IIT Delhi through a flagship program of the Ministry of Education Government of India, New Delhi. The program's name is Unnat Bharat Abhiyan. We have done village-level surveys as well as Household surveys of all these villages so adopted under the program. Due to the pandemic, the program has been stopped for the time being but we will framework the village development plan and will be implemented it in order to achieve the goals and objectives of the Abhiyan under the overall supervision and financial support of IIT Delhi which is the National Level Coordinating Institute of the Programme. The Regional coordinating institute is NIT Patna. The detail of the extension activities already undertaken is given below. Plantation

drive on 25-07-2021 at Sabour railway station

File Description	Documents
Paste link for additional information	https://sabourcollegesabour.org/2023/04/27/extension-activities-agar-20-21/
Upload any additional information	View File

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

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

1

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

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

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

10

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**

21

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

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

3

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

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

3

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The Institution has adequate infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computing equipment, etc. The college has adequate facilities for teaching learning in terms of classrooms, laboratories, computers, Wi-Fi connectivity for resources and online teaching-learning, etc. The total number of ICT-enabled classrooms is 6. Automatic library facilities are there in the college which has neat and tidy study rooms. The facilities for indoor and outdoor games enable the college to be champion in a cross-country race. Though due to corona the sports events could not be held in the university in 2020-2021.

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.

Sports facilities: Sport is an integral part of the institution. Through sports, students are able to build a wide range of abilities and skills such as leadership, confidence, teamwork, patience, self-reliance, trust, and the like. The institution believes that participation in sports activities helps in the overall development of students. To inculcate and improve the interest of students in sports we have developed good infrastructure on the campus and outside. Selected students receive personalized training from

professional trainers for their respective games. We also provide academic and non-academic support to bright students in sports. The outcome of these efforts was that our college students are having many medals and trophies to their credit and have been selected at University/National/ State level.

In the year 20-21 due to COVID-19 Pandemic, all the sports activities at the level of university and state were paralyzed. Though there is a continuous track record of winning championships at the university level in the cross country race and also in Kabbadi and other sports events.

File Description	Documents
Upload any additional information	No File Uploaded
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.

7

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

7

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://lh3.googleusercontent.com/p/AF1QipO9z_iolSpulJGStw7awTlm8uFR14E_2Bzlwak=s680-w680-h510
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)

5.3

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)	No File Uploaded

4.2 - Library as a Learning Resource

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

Library of the college was made fully automated all the stocks of books are in the computer. It enables to search books of choice and interest by students, teachers and staff of the college in no time. The ILMS facilities shall be procured shortly..

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

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

File Description	Documents
Upload any additional information	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)

2

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

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

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

21

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 institution has been continuously updating Security software, enhanced Data from 2 MBPS to 10 MBPS . Windows are also updated continupously. Smart board has been improved to Digital board in four class rooms.

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

4.3.2 - Number of Computers

14

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	View File

4.4 - Maintenance of Campus Infrastructure

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

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

5.3

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)	No File Uploaded

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.

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. Maintenance Cleaning and general maintenance of the classrooms and other physical spaces are done by dedicated staff on a regular basis. The requirement for repair, maintenance, troubleshooting of equipment/ facilities are reported to the IQAC Coordinator by the concerned

departments. The IQAC Coordinator, in turn, will compile all such requirements and place before the IQAC members in the committee meeting for further deliberations and financial approval. Once approved, the competent authority verifies the same and assigns the tasks to the concerned facility management department. Utilization of Extraordinary Infrastructure To avail and utilise special physical facility/infrastructure like seminar halls, auditoriums, conference halls, a request cum proposal is placed to the Principal for approval, through the Administrative Office. Library List of new books requested by the Head of the Department in consultation with the Department Council and the Department Faculty is submitted to the Principal. The use of library and its facilities is governed by the rules of the Library. ICT Facilities The ICT smart classrooms and all those computer related facilities are maintained by the technically skilled experts appointed by the management.

File Description	Documents
Upload any additional information	No File Uploaded
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

42

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

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

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

42

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

B. 3 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)	No File Uploaded

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

31

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

40

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

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

D. Any 1 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

61

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

267

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

0

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.

0

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)

There is student union at the university and college level. The representatives are elected annually through a transparent democratic pattern of election. The representative so elected have been placed in the the various body of the college administration. The issue raised by the union has been taken seriously by the college administration and every efforts are made to satisfy them. The student representatives are also there in IQAC.

Students participates in all the co-curricular and extra co-curricular activities like Plantation to address climatic issues, yoga, NCC, NSS, etc.

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

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

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

1

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)	No File Uploaded

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

Allumni Association are there in the college. The Allumni meet has been made biyearly. It has not yet been formally registered.

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

5.4.2 - Alumni contribution during the year A. ? 5Lakhs
(INR in Lakhs)

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

To fulfil our vision we welcome students from diverse backgrounds irrespective of region, religion, caste, economic strata and academic performance, subject to Universal rules.

Mission Achieving excellence in education by maintaining high

standards of teaching, shaping talents of students, moulding their character and imbuing in them a sense of civic responsibility. Empowering students to become able, responsible citizens by imparting quality education and inculcating sound values.

The governance of the institution is reflective of and in tune with the vision and mission of the institution the governance of the institution is committed to its vision and mission. The governance is committed to academic excellence in teaching, research, innovation and creativity, respect for cultural diversity, individual dignity and worth, student welfare, social service, conscious about environment and conservation of resources. The governance always keeps in mind the main aim of the college which is to educate and uplift the backward and down-trodden and to instil a feeling of security among them and welfare of the local community. The governance acts accordingly with its full potential in full co-ordination with local community. To achieve it we have insured sufficient number of local bodies and other community in the different committee as well as IQAC.

File Description	Documents
Paste link for additional information	https://sabourcollegesabour.org/2023/05/18/vision-mission-goal/
Upload any additional information	View File

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

Development Committee, Principal, In-charge Principal, IQAC Committee,, Various Committees, Academic Staff Welfare, Administrative and Non-teaching Staff, NCC, NSS, all the stakeholders involve in the decentralisation and participative management. The respective committees participate in taking the decision for the academic and the infrastructural development of college.

The Principal: - The Principal is the executive head of the institution. He is authorized to take decisions regarding academic, administrative and financial matters in accordance with the policy decision decided by various committee of the college. Head of the Departments: - Head of the faculty from Arts, Commerce and Science

and Heads of the various departments look after the regular administration, teaching and research, issues of the students and staffs of the department.

The Internal Quality Assurance Cell: - The IQAC is headed by the Principal and the Coordinator., faculty members, non-teaching staff member, Social activist, Alumni and student are the members. IQAC works for development and application of quality parameters for the various academic and administrative activities .

Principal and members of various committees interact with periodically. All academic and operational policies are based on the unanimous decision of the following committees: - • College Development Committee • Purchasing and sales Committee •

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategy Type Details

Curriculum Development - Curriculum developed by the affiliating University. College strictly follow university curriculum directed by the state government to follow UGC guidelines.

Teaching and Learning - Conventional classroom teaching runs as well as use of ICT to make the teaching learning process more learners centric.

Examination and Evaluation - The external examination is conducted by the affiliating University at the end of year. The college is authorized to conduct internal assessments practical.

Research and Development - Many of teachers are involved in research and innovation work with individual capacity. In spite of no budgetary support and dearth of teaching faculty, the college promotes research ambience through project works for students and for teachers granting study leave.

Library, ICT and Physical Infrastructure / Instrumentation - The library is having about 7000 Text books. Students can read books, magazines, newspapers in the well-equipped reading room in college campus and they issue books from college library.

Admission of Students - The college website displays all the

UG Programs. Online admission is done centrally by the affiliating University itself.

Online admission is made strictly on the basis of merit and state government rules and norms.

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

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

The Institution has a mechanism for delegating authority and providing operational autonomy to all the various functionaries to work towards a decentralized governance system under the guidance of Academic Advisor.. All Coordinators In-charge of programmes function independently with full authority and responsibility. Each program enjoys independent decision-making power and has Heads and Coordinators to manage it which makes decision making prompt. The institution follows program wise decentralisation. The Principal supervise the activities of the Academic Wing as well as the Administrative Wing .There are Coordinators for Under-Graduate a The IQAC Coordinator will supervise the activities about teaching and learning with overall supervision and monitoring by IQACThe Administrative Wing comprises the general administration , Financial matters are dealt byAccounts Section, Administration Staff and Clerical office Staff duty is dischargedunder under overall administrative control of the Head of the institution.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://sabourcollegesabour.org/2023/05/18/participation-in-seminarconferencewebinar-certificates/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

There are various committees comprising the teaching/non-teaching staff and Heads.

1. Staff Welfare Cell has been formed with the intention to provide various welfare activities for the teaching and non-teaching staff of our college. Some of the welfare measures are: Welfare Measures:

Teachers are provided with financial support to attend conferences/workshops.

Monthly P.F. deduction and Group insurance Deduction from the salary of the staff for future financial support. There are also teachers and non-teaching staffs welfare deduction which is used in the time of the need of the employees.

Staff is encouraged to attend professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes, and Training Programmes.

Staff can be members of Cooperative Credit Society which can help them save as well as avail funds at times of urgency. Fee Concessions are given for children of staff. Free ships/Scholarship/Earn & Learn are also given to children of staff. Medical facilities are provided through the college Health Care Centre. Coursera Courses are offered free of charge to staff and students.

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

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

25

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

2

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

5

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

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

Teacher's Evaluation:

Students are given the opportunity to provide their feedback of the teachers. As per the procedures outlined by the IQAC, the feedback forms are available online on college website and the Teacher-in-Charge (TIC) ensures that the students of the department fill the

feedback questionnaire. The questionnaire is structured to elicit responses for parameters like communication skills, subject knowledge, discipline, work ethics, and curriculum to provide effective mentoring and career guidance to students and grade the teacher's ability in creating an interactive, discussion-oriented and democratic classroom.

File Description	Documents
Paste link for additional information	https://docs.google.com/spreadsheets/d/1l1hsHf5DFGbk9vwsAx0pf7gZ6QONgF42CEgRv2wjZ8yM/edit?usp=sharing
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

Internal Audit:

Internal audit is a continuous process which ensues after each and every financial transaction, whereby the college itself carries out the initial stage of the internal audit. The Principal overview all the steps for clarity, authenticity, transparency and financial accuracy.

Income/Expenditure is closely monitored by the Bursar and the Principal. Proper procedure for purchases is adopted. Quotations are called for and prices are compared.

The Institution has formed a Purchase Committee for the purpose. For the grants received from the UGC, utilization certificates are prepared according to the allowed expenditure under various heads in the prescribed format of UGC. The external audit by government and university also takes place regularly. The Chartered Accountant, who works as an auditor is appointed by the College. The bills and vouchers of the revenue expenditure are checked. The vouchers and proper record with the concerned Department of the capital expenditure is also checked and verified. The Utilisation Grant Certificates are audited by the external auditor

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

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)

107

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

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

Institute maintains & follows a well-planned process for the mobilization of funds and resource.

The process involves various committees of the institute as well as the Department Heads and Accounts office. Institute has designed some specific rules for the fund usage and resource utilization.

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

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

Implementation of Green practices in the campus:

i.e. Tree Plantation in the campus, .

AISHE DCF have been uploaded on time

AQAR for 2019-2020 have also been initiated to upload and was in progress.

Five villages have been adopted under a flagship programme of government of India , Ministry of education , New Delhi.

Collaborating with the District administration and Divisional forest office Bhagalpur all the five villages have been covered for greenery and addressing climatic issues in phases. a large scale plantation have been done in these villages too.

In the period of COVID-19 pandemic preventive kit have been distributed in the village as well as teaching and non-teaching staff of the college.

The college has been declared Quarantine Centre by the district administration.

Online classes have been organized with the help of social media platform and other apps .

House hold survey for the selected villages under UBA has been done for preparing development plan of the villages..

Student feedback Performa has been prepared and uploaded for online feedback by students. It was analysed too and measures have been taken as per the requirement according to the feedback.

Students Satisfaction Survey online had also been initiated and obtained. It was also analysed and strength and weakness as per the survey outcome had been identified.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations

and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The college follows the guidelines given by the University and the state government. Student feedback Performa has been prepared for online and offline mode. The feedback obtained online by the students are analysed and uploaded on the college website. The student satisfaction survey has also been done and uploaded on the website. Measures have also been taken to improvement suggested/given by the students

During the pandemic, the college conducted online lectures and practical through you tube social media platforms and other apps had been practised. There is a number of audio-visual recordings, contents provided to the students college does not have a record of this lecture because it was the first of its kind and we did not know the importance of keeping records of this kind. This was later uploaded on YouTube. Shorter videos were made on specific topics by teachers of the Computer Science and Information Technology for the convenience of teachers and shared on Whatsapp groups of each class were made to share class links, notes, videos related to the syllabus and notices with students. We take online test of the chapters taught.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/12_mN_ek38xKTrdaPVe3tgORYN4CZYPyD7
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)

C. Any 2 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institute firmly believes in the fact that women empowerment can be achieved by broadening mental horizons, enhancing knowledge and sharpening the skills of the girls through quality education. Education is undoubtedly a potent tool in improving the status of women in the society. It not only gives them courage and self-confidence to face the challenges of life but also makes them financially independent. Therefore, the college leaves no stone unturned to ensure safe and conducive atmosphere for girl students and provide them an opportunity to get education without any fear and hesitation. Safety and Security To ensure safety and security of the students, college has taken concrete steps as follows: 1. College has installed CCTVs at prominent and strategic points. These cameras ensure a close watch on every nook and corner of the campus and enable the Principal to take prompt action in case any suspicious activity is taking place. 2. Security personnel have been posted all around the campus. 2. The college has constituted Grievances Redressal & Complaint Cell for Women cum Women Empowerment Cell, which actively works to deal with the issues of students. This Cell organizes programmes and lectures to make the students aware of their rights and enable them to face various challenges in their life.

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

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

C. Any 2 of the above

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

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

Solid Waste Management :

The college is exceptionally cautious about hygiene and cleanliness in the campus. To keep the campus clean and ecofriendly, blue colored dustbins and green colored dustbins have been placed in different areas of the campus. Teachers advise the students to put the dry waste in blue dustbins and wet waste in green dustbins. In addition to it, dustbins have been placed in the offices to manage the problem of the waste disposal.

Liquid Waste Management: No banned chemicals are used in the college laboratories so that the liquid waste generated in the lab is free from harmful chemicals. The drainage system of the college is fully underground. **E-waste Management:**

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: **B. Any 3 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 **E. None of the above**

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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

D. Any 1 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).

The college has earned a reputation for its secular and inclusive environment. The college believes in broadening the mental horizons

of the students and setting their mind free from various disparities and distinctions. Hence, college always takes initiative for organizing various activities in the campus to instill the spirit of brotherhood and oneness among students. Teachers and students take part actively in these activities. The main motive of these programs is to stimulate the spirit of cooperation and sacrifice among students irrespective of caste, creed and culture. The students of diverse backgrounds irrespective of caste, region and religion take admission in the college every year. Various programs organized by the different departments provide a platform to the students to work as a team and help to maintain peace, harmony and national integration.

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

The institution celebrates Constitution day, independence day, republic day annually. Talk on the topics of fundamental right of a citizen of India with human right have been delivered by the faculty regularly,

The thoughts, quotations, and constitutional preamble displayed in the campus make the students and staff aware of constitutional values, rights, duties and responsibilities of the citizens. Apart from this, the college organizes various activities to sensitize the students and teachers about their rights and duties. The Legal Literacy Cell of the college creates awareness about the Indian laws among the students and the employees.

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, B. Any 3 of the above

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

File Description	Documents
Code of ethics policy document	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

The institute celebrates not only the days of national importance but also the days of Internationally important have been celebrated yealy. Though COVID -19 period has paralysed most of the programmes. We have celebrated Independence day, Republic day, Gandhi Jayanti, Dr. Rajendra Prasad Jayanti, Swami Viveka Nand Jayanti, International women's day, Prithvi Divas, International Environment day,etc.

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

7.2 - Best Practices

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

1. Best Practices I:

Village development through UBA project of government of India, under IIT New Delhi.

2. Objective-To engage higher Educational Institutions in understanding rural realities.

3. The Practice: It aimed at transformational change in the rural development process by leveraging knowledge .

Village level survey and house hold survey of these adopted villages done project shall be prepared for development of villages.

Plantations in these villages..

Distributed Covid -19 safety and prevention kit.

. 4.Effected by the flood every year.

5. It is a continuous process.

6. fund provided by GOI

7. Sabour College, Sabour, Bhagalpur NAAC accreditation grade -B+, CGPA-2.58, Cycle I

Voters awareness

2. Objective : Organize rally, talk etc.

2. Enhance youth participation in the process of governance 3. Strengthen democracy .

3. Awareness campaign for voters

. We organises continuously rally, talk and workshops too from time to time.

Impact on democratic set up of our nation and also on the electoral process.

3. No major obstacles

4. Youth mobilisation in electoral process.

5. The infrastructural and feeble amount required are provided by the internal resources of the college itself.

7. Sabour College, Sabour,

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

Institutional distinctiveness :

Sabour college sabour is a constituent College of T. M. Bhagalpur University Bhagalpur and is located in the rural area under Sabour Block , Sabour, Bhagalpur district of Bihar state. . The institute is s distinctive history of about 29 faculty members in 20--21and almost all are Ph.D. degree holders. Some of the faculty members supervised successfully a number of research scholars leading to their Ph. D degree. Some nearly dozen are in the cadre of University professors and the rest are Associate professor except 03 faculties. A number of teachers holding the post of Head P. G. Department of T.M. Bhagalpur University. There are two faculties who are elected senate Member of T.M. Bhagalpur University. Some of the senior teachers of the college are posted in the University office as high officials. Anumber of teachers are deputed in the different P.G. Department .,Despite its location in rural area and endeavoring continuously to impart quality teaching-learning to students belonging to a deprived group.

Its a first constituent government college for getting a Ministry of Human resources Development, Higher education department Project titled Unnat Bharat Abhiyan a flagship program of GOI, New Delhi.

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

1.1.1.1. The institution ensures effective curricular delivery through a well-planned and documented process:

The institute has been a constituent unit of T. M. Bhagalpur University, therefore it adheres to the curriculum framework of the parent university. There is no more scope for flexibility only we can complete the syllabus in a well-planned model.

The institution strives for effective curriculum delivery through conventional as well as modern techniques. The teaching work is allocated to the faculty members after discussion and deliberations in departmental meetings. The teachers take utmost care to complete the syllabus in time and the students are encouraged to meet the teachers beyond classroom hours for additional assistance and guidance. The students who do not perform well in internal (class test) exams are asked to attend remedial classes to boost their performance. The progress of delivery of curriculum is regularly monitored and necessary course corrections are made. Feedback from stakeholders is being taken and analysed to improve overall performance. Modern methods of teaching are employed to make the process of learning more engaging and riveting. These include PPTs, audio-visual aids, film screenings, educational trips etc. The students are advised to participate in Project work. The institute has devised ICT enabled lecture for well comprehension of the learning materials in the class. We take recourse to various social media with learning management software. Audio video recording of the top lectures of the country are also demonstrated by the faculty members in the class.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://m.facebook.com/story.php?story_fbid=pfbid0DkA6SdpWuwr2cCD2EUyLfva7fpo6mhDTJd13YQP53ndZmVQNp73CGqL9GppWeMnl&id=100028985781594&sfnsn=wiwspwa&mibextid=afzh1R

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

Being a constituent college of the T. M. Bhagalpur University, Bhagalpur, Bihar, this College follows the academic calendar frame worked by the university by in the beginning of the academic year. It clearly explains a schedule for teaching, final examination, and vacations, which is being followed by the college to ensure smooth and efficient functioning of its teaching and learning processes. Within the same framework, the college also prepares its own calendar of events and activities before the commencement of the Academic Session and the same is uploaded on the college website. Though we have all adherence to the academic calendar frame worked by the university as well as college.

The Covid-19 pandemic has paralyse almost all the activities during the period except online teaching with off line classes.

We have also completed field work relating to project with students teachers and community, local body members and block level administrator. We have celebrated a number of events as per the academic calendar of the college keeping in view the CORONA virus related pandemic advisory by the University and competent health and local administration authority.

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

D. Any 1 of the above

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	View File
Any additional information	View File

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

0

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	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 aims and objective of our institutions is to incorporate the traditional Indian values derived from ancient scriptures into the western system of education.

Thus it is our constant endeavour to integrate the aspects relevant to professional ethics, gender, human values, environment & sustainability into the curriculum. The students are motivated to become members of NSS, NCC & other such organizations which inculcate the spirit of social service & patriotism in them. For gender sensitization, Women Cell has been set up, which organizes seminars, discussions and workshops on gender issues. The subjects of Environmental Studies and Drug Abuse, Villages have already been adopted to inculcate the students about the issues like climate change, biodiversity conservation, greenhouse gases emissions, drug issues, technology up gradation with the mentoring institute of Global repute like

IIT Delhi etc.

. As a part of rigorous implementation of professional ethics, proper awareness is given to the students regarding the significance of intellectual property rights through lectures. Women empowerment and gender equity initiatives are also taken in various ways Human rights awareness talk counselling are also taken care of by the institutions in different ways. There is ramp and other facility available for DIVYANGJAN.

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	No File Uploaded

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

0

File Description	Documents
Any additional information	View File
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)	No File Uploaded

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

21

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

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

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://docs.google.com/forms/d/e/1FAIpQLS_d_MaTGhHW-BPZtnJ-cJbiCkra4cTKuxvkv-gckw3X6lGdKig/viewform?usp=send_form

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

14583	
File Description	Documents
Any additional information	View File
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	
4112	
File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>The Institution assesses the level of learning of students through regular classes and question-answer sessions. More than the old form of rote learning, emphasis is placed on their level of understating and conceptualization that go towards a better comprehension of the subject or topic under consideration. Particular care is given to slow learners through feedback in classes and teachers are always available for answering their queries and correcting write-ups. All departments have their own unique style of student assessment. Lab-based subjects like Physics, Chemistry, Botany, Mathematics, Zoology, and Commerce are better equipped to deal with students hands-on vis-à-vis those of Arts and humanities.</p> <p>At the beginning of the course slow learners are identified through the oral test and in a similar way group of advanced learners are identified. Each student of the advanced learner group of the same subjects is assigned a group of two to three slow learners students of the same subjects to guide and clear doubts and concepts of slow learners under the overall guidance of a teacher of the subject concerned. Students are also</p>	

motivated and encouraged to participate in extracurricular and curricular activities.

File Description	Documents
Link for additional Information	NA
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
4788	28

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Humanities subject teachers take extra care in involving the pupil in their respective subjects in unearthing the intricacy of the discipline. They are encouraged for extensive library work for participative learning. Therefore, the task of imparting education through a student-centric approach has to be customized. The students from the upper strata are generally active and their ability to comprehend is generally higher. So, for them, the effort of the teacher is much less in boosting their confidence level and encouraging self-reliance. For the students of Laboratory-based science subjects such experiential learning is a part of the learning process in the laboratory---being a supplementation for the theoretical courses. Students of the Commerce stream have their exposure in the IT laboratory. In addition, these students are exposed to unique problems in the laboratory, which they are encouraged to solve with their knowledge base. For students from the lower strata, both academically and economically, it is a challenging job. First of all, they need constant attention and encouragement. Taking care, that they are involved in class lessons and fascinated by the beauty of the discipline.

Overall, student-centric methods are in vogue for all students

according to their needs. But, the lacunae remain, as the individual needs of the student are unpredictable.

File Description	Documents
Upload any additional information	View File
Link for additional information	NA

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

The Teachers of SabourCollege are very much fond of using ICT. Most of them are proficient in the use of computers and software. All laboratory based subjects have to use computers for teaching and learning. This is particularly true with regard to Physics and Chemistry. The pandemic situation proved to be an acid test for the teaching faculty of the college to demonstrate and upgrade their computer skills as the classes had to be conducted online in keeping with the COVID safety norms and restrictions introduced both at the Central and State levels. All course material in addition to teaching and learning had to be conducted online via email and the Google platform. Moreover, university exams had also to be conducted online in the pandemic situation. All these factors made the teaching faculty more proficient in the use of computers and various applications. Overall, the use of ICT by the teachers of the college has proved to be satisfactory as well as a learning experience.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://sabourcollegesabour.org/2023/04/26/online-physics-classes-by-using-ict/

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

28

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
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

28

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

28

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

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

2.4.3.1 - Total experience of full-time teachers

28	
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 College follows a robust mechanism of internal assessment through regular classes and tutorials. As the pandemic situation stood in the way of physical interaction, online classes were held regularly and students were evaluated on Zoom, Google Meet, What Sapp, etc platform on a weekly basis depending on the formers' net connectivity in the remote rural. The teachers tried their utmost to reach out to as many number of students as possible using E-learning resources, and attendance of the students were rigorously maintained to keep tabs on their academic activity. Question and answer sessions were organized to acquaint students with the CBCS syllabi and its contents.

During the pandemic period, a large number of students were got registered in the National Digital Library for study material available there 365X24. Not only was this but it also endeavoured to register in the library the community who were interested in study.

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

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

All Internal Annual Test Examinations were conducted regularly by the College apart from the annual test examination with questions prepared from the topic taught and also from the whole syllabus

respectively. Hard Copies of the Examiners' Statements are preserved for the benefit of teachers and students alike. That way, the examinees immensely benefitted and were spared the travails of losing a year detrimental to their academic and professional careers. In the class, teachers use feedback from students through interaction with taught.

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

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.

As the admission process is completely online except for a few seats in each subject. The Programme Outcome and course outcome are displayed on the website. Aspiring students of the different streams in Arts, Science, and Commerce were supposed to be well acquainted with the same. The College Prospectus provides exhaustive material on different subjects and student intake.

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

Teachers from all disciplines try their best to provide students with the latest information, not only in terms of academic attainments but also about different professional skills essential for a healthy and sustainable career. The College tries to harness all of its human resources to provide an ideal environment for teaching and learning so as to equip students with life skills for meeting future challenges.

Each program is designed in a way to improve language proficiency with communication skills, logical reasoning, scientific temper improvement, participative learning, experiential learning, etc.

At the beginning of the session orientation program for the newly admitted students is organized in order to acquaint them with the course and program outcome and ways to improve individual learning and knowledge in the course of imparting teaching. The entire teaching method is based on feedback from the students and interaction with the teachers. The pattern of examination and evaluation process are also discussed.

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

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

693

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://sabourcollegesabour.org/2023/04/26/final-year-annual-report-2018-21/

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://docs.google.com/spreadsheets/d/1lshHf5DFGbK9vwsAx0pf7gZ6OONqF42CEqRv2wjZ8yM/edit?usp=sharing>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**10000000**

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****1**

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****1**

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)	No File Uploaded

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

9

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

0

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

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

Sabour College Sabour has shown a very strong presence in extension activities that go beyond the curriculum. In line with

the goal of the institution "Social Awareness on Health & Education", the extension activities encompass, Environmental issues undertaken by plantation, Women Empowerment, Health Awareness particularly COVID-19 pandemic prevention, and Educational Sustenance through Imparting online teaching. Five villages have been adopted for development through technology under the overall supervision of IIT Delhi through a flagship program of the Ministry of Education Government of India, New Delhi. The program's name is Unnat Bharat Abhiyan. We have done village-level surveys as well as Household surveys of all these villages so adopted under the program. Due to the pandemic, the program has been stopped for the time being but we will framework the village development plan and will be implemented it in order to achieve the goals and objectives of the Abhiyan under the overall supervision and financial support of IIT Delhi which is the National Level Coordinating Institute of the Programme. The Regional coordinating institute is NIT Patna. The detail of the extension activities already undertaken is given below.

Plantation drive on 25-07-2021 at Sabour railway station

File Description	Documents
Paste link for additional information	https://sabourcollegesabour.org/2023/04/27/extension-activities-agar-20-21/
Upload any additional information	View File

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

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

1

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

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

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

10

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

21

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

3.4 - Collaboration

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

3

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

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

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

3

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The Institution has adequate infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computing equipment, etc. The college has adequate facilities for teaching learning in terms of classrooms, laboratories, computers, Wi-Fi connectivity for resources and online teaching-learning, etc. The total number of ICT-enabled classrooms is 6. Automatic library facilities are there in the college which has neat and tidy study rooms. The facilities for indoor and outdoor games enable the college to be champion in a cross-country race. Though due to corona the sports events could not be held in the university in 2020-2021.

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.

Sports facilities: Sport is an integral part of the institution. Through sports, students are able to build a wide range of abilities and skills such as leadership, confidence, teamwork, patience, self-reliance, trust, and the like. The institution believes that participation in sports activities helps in the overall development of students. To inculcate and improve the interest of students in sports we have developed good infrastructure on the campus and outside. Selected students receive personalized training from professional trainers for their respective games. We also provide academic and non-academic support to bright students in sports. The outcome of these efforts was that our college students are having many medals and trophies to their credit and have been selected at University/National/ State level.

In the year 20-21 due to COVID-19 Pandemic, all the sports activities at the level of university and state were paralyzed. Though there is a continuous track record of winning championships at the university level in the cross country race and also in Kabbadi and other sports events.

File Description	Documents
Upload any additional information	No File Uploaded
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.

7

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

7

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://lh3.googleusercontent.com/p/AF1QipO9z_iolSpulJGStw7awTlm8uFR14E_2Bzlwak=s680-w680-h510
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)

5.3

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)	No File Uploaded

4.2 - Library as a Learning Resource

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

Library of the college was made fully automated all the stocks of books are in the computer. It enables to search books of choice and interest by students, teachers and staff of the college in no time. The ILMS facilities shall be procured shortly..

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

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

D. Any 1 of the above

File Description	Documents
Upload any additional information	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)

2

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

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

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

21

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 institution has been continuously updating Security software, enhanced Data from 2 MBPS to 10 MBPS . Windows are also updated continupously. Smart board has been improved to Digital board in four class rooms.

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

4.3.2 - Number of Computers

14

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	View File

4.4 - Maintenance of Campus Infrastructure

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

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

5.3

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)	No File Uploaded

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.

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. Maintenance Cleaning and general maintenance of the classrooms and other physical spaces are done by dedicated staff on a regular basis. The requirement for repair, maintenance, troubleshooting of equipment/ facilities are reported to the IQAC Coordinator by the concerned departments. The IQAC Coordinator, in turn, will compile all such requirements and place before the IQAC members in the committee meeting for further deliberations and financial approval. Once approved, the competent authority verifies the same and assigns the tasks to the concerned facility management department. Utilization of Extraordinary Infrastructure To avail and utilise special physical facility/infrastructure like seminar halls, auditoriums, conference halls, a request cum proposal is placed to the Principal for approval, through the Administrative Office. Library List of new books requested by the Head of the Department in consultation with the Department Council and the Department Faculty is submitted to the Principal. The use of library and its facilities is governed by the rules of the Library. ICT Facilities The ICT smart classrooms and all those computer related facilities are maintained by the technically skilled experts appointed by the management.

File Description	Documents
Upload any additional information	No File Uploaded
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

42

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

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

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

42

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 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)	No File Uploaded
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
31	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
40	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	D. Any 1 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

61

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

267

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

0

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.**

0

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)

There is student union at the university and college level. The representatives are elected annually through a transparent democratic pattern of election. The representative so elected have been placed in the the various body of the college administration. The issue raised by the union has been taken seriously by the college administration and every efforts are made to satisfy them. The student representatives are also there in IQAC.

Students participates in all the co-curricular and extra co

-currilar activities like Plantation to address climatic issues, yoga, NCC, NSS, etc.

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

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

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

1

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)	No File Uploaded

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

Allumni Association are there in the college. The Allumni meet has been made biyearly. It has not yet been formally registered.

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)

A. ? 5Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

To fulfil our vision we welcome students from diverse backgrounds irrespective of region, religion, caste, economic strata and academic performance, subject to Universal rules.

Mission Achieving excellence in education by maintaining high standards of teaching, shaping talents of students, moulding their character and imbibing in them a sense of civic responsibility. Empowering students to become able, responsible citizens by imparting quality education and inculcating sound values.

The governance of the institution is reflective of and in tune with the vision and mission of the institution the governance of the institution is committed to its vision and mission. The governance is committed to academic excellence in teaching, research, innovation and creativity, respect for cultural diversity, individual dignity and worth, student welfare, social service, conscious about environment and conservation of resources. The governance always keeps in mind the main aim of the college which is to educate and uplift the backward and down-trodden and to instil a feeling of security among them and welfare of the local community. The governance acts accordingly with its full potential in full co-ordination with local community. To achieve it we have insured sufficient number of local bodies and other community in the different committee as well as IQAC.

File Description	Documents
Paste link for additional information	https://sabourcollegesabour.org/2023/05/18/vision-mission-goal/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization

and participative management.

Development Committee, Principal, In-charge Principal, IQAC Committee,, Various Committees, Academic Staff Welfare, Administrative and Non-teaching Staff, NCC, NSS, all the stakeholders involve in the decentralisation and participative management. The respective committees participate in taking the decision for the academic and the infrastructural development of college.

The Principal: - The Principal is the executive head of the institution. He is authorized to take decisions regarding academic, administrative and financial matters in accordance with the policy decision decided by various committee of the college.
Head of the Departments: - Head of the faculty from Arts, Commerce and Science and Heads of the various departments look after the regular administration, teaching and research, issues of the students and staffs of the department.

The Internal Quality Assurance Cell: - The IQAC is headed by the Principal and the Coordinator.,faculty members, non-teaching staff member, Social activist, Alumni and student are the members. IQAC works for development and application of quality parameters for the various academic and administrative activities .

Principal and members of various committees interact with periodically. All academic and operational policies are based on the unanimous decision of the following committees: - • College Development Committee • Purchasing and sales Committee •

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategy Type Details

Curriculum Development - Curriculum developed by the affiliating University. College strictly follow university curriculum directed by the state government to follow UGC guidelines.

Teaching and Learning - Conventional classroom teaching runs as well as use of ICT to make the teaching learning process more learners centric.

Examination and Evaluation - The external examination is conducted by the affiliating University at the end of year. The college is authorized to conduct internal assessments practical.

Research and Development - Many of teachers are involved in research and innovation work with individual capacity. In spite of no budgetary support and dearth of teaching faculty, the college promotes research ambience through project works for students and for teachers granting study leave.

Library, ICT and Physical Infrastructure / Instrumentation - The library is having about 7000 Text books. Students can read books, magazines, newspapers in the well-equipped reading room in college campus and they issue books from college library.

Admission of Students - The college website displays all the

UG Programs. Online admission is done centrally by the affiliating University itself.

Online admission is made strictly on the basis of merit and state government rules and norms.

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

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

The Institution has a mechanism for delegating authority and providing operational autonomy to all the various functionaries

to work towards a decentralized governance system under the guidance of Academic Advisor.. All Coordinators In-charge of programmes function independently with full authority and responsibility. Each program enjoys independent decision-making power and has Heads and Coordinators to manage it which makes decision making prompt. The institution follows program wise decentralisation. The Principal supervise the activities of the Academic Wing as well as the Administrative Wing .There are Coordinators for Under-Graduate a The IQAC Coordinator will supervise the activities about teaching and learning with overall supervision and monitoring by IQACThe Administrative Wing comprises the general administration , Financial matters are dealt byAccounts Section, Administration Staff and Clerical office Staff duty is dischargedunder under overall administrative control of the Head of the institution.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://sabourcollegesabour.org/2023/05/18/participation-in-seminarconferencewebinar-certificates/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

There are various committees comprising the teaching/non-teaching staff and Heads.

1. Staff Welfare Cell has been formed with the intention to provide various welfare activities for the teaching and non-teaching staff of our college. Some of the welfare measures are:
Welfare Measures:

Teachers are provided with financial support to attend conferences/ workshops.

Monthly P.F. deduction and Group insurance Deduction from the salary of the staff for future financial support. There are also teachers and non-teaching staffs welfare deduction which is used in the time of the need of the employees.

Staff is encouraged to attend professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes, and Training Programmes.

Staff can be members of Cooperative Credit Society which can help them save as well as avail funds at times of urgency. Fee Concessions are given for children of staff. Free ships/ Scholarship/Earn & Learn are also given to children of staff. Medical facilities are provided through the college Health Care Centre. Coursera Courses are offered free of charge to staff and students.

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

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

25

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

2

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

5

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

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

Teacher's Evaluation:

Students are given the opportunity to provide their feedback of the teachers. As per the procedures outlined by the IQAC, the feedback forms are available online on college website and the Teacher-in-Charge (TIC) ensures that the students of the department fill the feedback questionnaire. The questionnaire is structured to elicit responses for parameters like communication skills, subject knowledge, discipline, work ethics, and curriculum to provide effective mentoring and career guidance to students and grade the teacher's ability in creating an interactive, discussion-oriented and democratic classroom.

File Description	Documents
Paste link for additional information	https://docs.google.com/spreadsheets/d/1lh_sHf5DFGbk9vwsAx0pf7gZ6OONgF42CEqRv2wjZ8yM/edit?usp=sharing
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

Internal Audit:

Internal audit is a continuous process which ensues after each and every financial transaction, whereby the college itself carries out the initial stage of the internal audit. The Principal overview all the steps for clarity, authenticity, transparency and financial accuracy.

Income/Expenditure is closely monitored by the Bursar and the Principal. Proper procedure for purchases is adopted. Quotations are called for and prices are compared.

The Institution has formed a Purchase Committee for the purpose. For the grants received from the UGC, utilization certificates are prepared according to the allowed expenditure under various heads in the prescribed format of UGC. The external audit by government and university also takes place regularly. The Chartered Accountant, who works as an auditor is appointed by the College. The bills and vouchers of the revenue expenditure are checked. The vouchers and proper record with the concerned Department of the capital expenditure is also checked and verified. The Utilisation Grant Certificates are audited by the external auditor

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

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)

107

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

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

Institute maintains & follows a well-planned process for the mobilization of funds and resource.

The process involves various committees of the institute as well as the Department Heads and Accounts office. Institute has designed some specific rules for the fund usage and resource utilization.

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

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

Implementation of Green practices in the campus:

i.e. Tree Plantation in the campus, .

AISHE DCF have been uploaded on time

AQAR for 2019-2020 have also been initiated to upload and was in progress.

Five villages have been adopted under a flagship programme of government of India , Ministry of education , New Delhi.

Collaborating with the District administration and Divisional forest office Bhagalpur all the five villages have been covered for greenery and addressing climatic issues in phases. a large scale plantation have been done in these villages too.

In the period of COVID-19 pandemic preventive kit have been distributed in the village as well as teaching and non-teaching staff of the college.

The college has been declared Quarantine Centre by the district administration.

Online classes have been organized with the help of social media

platform and other apps .

House hold survey for the selected villages under UBA has been done for preparing development plan of the villages..

Student feedback Performa has been prepared and uploaded for online feedback by students. It was analysed too and measures have been taken as per the requirement according to the feedback.

Students Satisfaction Survey online had also been initiated and obtained. It was also analysed and strength and weakness as per the survey outcome had been identified.

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

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

The college follows the guidelines given by the University and the state government. Student feedback Performa has been prepared for online and offline mode. The feedback obtained online by the students are analysed and uploaded on the college website. The student satisfaction survey has also been done and uploaded on the website. Measures have also been taken to improvement suggested/given by the students

During the pandemic, the college conducted online lectures and practical through you tube social media platforms and other apps had been practised. There is a number of audio-visual recordings, contents provided to the students college does not have a record of this lecture because it was the first of its kind and we did not know the importance of keeping records of this kind. This was later uploaded on YouTube. Shorter videos were made on specific topics by teachers of the Computer Science and Information Technology for the convenience of teachers and shared on Whatsapp groups of each class were made to share class links, notes, videos related to the syllabus and notices with students. We take online test of the chapters taught.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/12mNek38xKTrdaPVe3tgORYN4CZYPyD7
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)

C. Any 2 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institute firmly believes in the fact that women empowerment can be achieved by broadening mental horizons, enhancing knowledge and sharpening the skills of the girls through quality education. Education is undoubtedly a potent tool in improving the status of women in the society. It not only gives them courage and self-confidence to face the challenges of life but also makes them financially independent. Therefore, the college leaves no stone unturned to ensure safe and conducive atmosphere for girl students and provide them an opportunity to get education without

any fear and hesitation. Safety and Security To ensure safety and security of the students, college has taken concrete steps as follows: 1.College has installed CCTVs at prominent and strategic points. These cameras ensure a close watchon every nook and corner of the campus and enable the Principal to take prompt action in case anysuspicious activity is taking place. 2.Security personnel have been posted all around the campus. 2.The college has constituted Grievances Redressal& Complaint Cell for Women cum WomenEmpowerment Cell, which actively works to deal with the issues of students. This Cell organizes programmes and lectures to make the students aware of their rights and enable them to face variouschallenges in their life.

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

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

C. Any 2 of the above

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

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

Solid Waste Management :

The college is exceptionally cautiousabout hygiene and cleanliness in the campus. To keep the campus clean and ecofriendly, blue colored dustbins and green colored dustbins

have been placed in different areas of the campus. Teachers advise the students to put the dry waste in blue dustbins and wet waste in green dustbins. In addition to it, dustbins have been placed in the offices to manage the problem of the waste disposal.

Liquid Waste Management: No banned chemicals are used in the college laboratories so that the liquid waste generated in the lab is free from harmful chemicals. The drainage system of the college is fully underground. **E-waste Management:**

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**

B. Any 3 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

E. None of the above

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

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

D. Any 1 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).

The college has earned a reputation for its secular and inclusive environment. The college believes in broadening the mental horizons of the students and setting their mind free from various disparities and distinctions. Hence, college always takes initiative for organizing various activities in the campus to instill the spirit of brotherhood and oneness among students. Teachers and students take part actively in these activities. The main motive of these programs is to stimulate the spirit of cooperation and sacrifice among students irrespective of caste, creed and culture. The students of diverse backgrounds irrespective of caste, region and religion take admission in the college every year. Various programs organized by the different departments provide a platform to the students to work as a team and help to maintain peace, harmony and national integration.

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

The institution celebrates Constitution day, independence day, republic day annually. Talk on the topics of fundamental right of a citizen of India with human right have been delivered by the

faculty regularly,

The thoughts, quotations, and constitutional preamble displayed in the campus make the students and staff aware of constitutional values, rights, duties and responsibilities of the citizens. Apart from this, the college organizes various activities to sensitize the students and teachers about their rights and duties. The Legal Literacy Cell of the college creates awareness about the Indian laws among the students and the employees.

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

B. Any 3 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

The institute celebrates not only the days of national importance but also the days of Internationally important have been celebrated yealy. Though COVID -19 period has paralysed most of the programmes. We have celebrated Independence day, Republic day, Gandhi Jayanti, Dr. Rajendra Prasad Jayanti, Swami Viveka Nand Jayanti, International women's day, Prithvi Divas, International Environment day,etc.

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

7.2 - Best Practices

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

1. Best Practices I:

Village development through UBA project of government of India,under IIT New Delhi.

2. Objective-To engage higher Educational Institutions in understanding rural realities.

3. The Practice: It aimed at transformational change in the rural development process by leveraging knowledge .

Village level survey and house hold survey of these adopted villages done project shall be prepared for development of villages.

Plantations in these villages..

Distributed Covid -19 safety and prevention kit.

. 4.Effected by the flood every year.

5. It is a continuous process.

6. fund provided by GOI

7. Sabour College, Sabour, Bhagalpur NAAC accreditation grade -B+, CGPA-2.58, Cycle I

Voters awareness

2. Objective : Organize rally, talk etc.

2. Enhance youth participation in the process of governance 3. Strengthen democracy .

3. Awareness campaign for voters

. We organises continuously rally, talk and workshops too from time to time.

Impact on democratic set up of our nation and also on the electoral process.

3. No major obstacles

4. Youth mobilisation in electoral process.

5. The infrastructural and feeble amount required are provided by the internal resources of the college itself.

7.Sabour College, Sabour,

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

Institutional distinctiveness :

Sabour college sabour is a constituent College of T. M. Bhagalpur University Bhagalpur and is located in the rural area under Sabour Block , Sabour, Bhagalpur district of Bihar state. . The institute is s distinctive history of about 29 faculty members in 20--21and almost all are Ph.D. degree holders.Some of the faculty

members supervised successfully a number of research scholars leading to their Ph. D degree. Some nearly dozen are in the cadre of University professors and the rest are Associate professor except 03 faculties. A number of teachers holding the post of Head P. G. Department of T.M. Bhagalpur University. There are two faculties who are elected senate Member of T.M. Bhagalpur University. Some of the senior teachers of the college are posted in the University office as high officials. A number of teachers are deputed in the different P.G. Department .,Despite its location in rural area and endeavoring continuously to impart quality teaching-learning to students belonging to a deprived group.

Its a first constituent government college for getting a Ministry of Human resources Development, Higher education department Project titled Unnat Bharat Abhiyan a flagship program of GOI, New Delhi.

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

7.3.2 - Plan of action for the next academic year

1. The current pandemic is transforming our world and changing the skills requirements. In today environment, varied skills such as those related to IT, entrepreneurship, coping, and research have become increasingly vital.
2. IQAC intends to conduct activities that will help students and staff develop these skills. It is vital to help one another throughout the pandemic and post pandemic, especially the most vulnerable sections of society.
3. The IQAC plans to increase the college outreach efforts.
4. The question of when and how to securely reopen the college without jeopardising public health is on everyone mind. The IQAC would like to prepare for a safe college reopening while also ensuring that resources are used wisely in areas where they are most needed. Infrastructure expansion will be critical.
5. Future Plan of Action for Next Academic Year : The fund received from the Government of India under RUSA as the infrastructural grant is proposed to be completed as per the DPR submitted for this purpose.
6. We will also pray to the almighty to save the entire globe

from COVID-19 and help to restore normalcy at the soonest possible span of time.