YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	YOGODA SATSANGA MAHAVIDYALAYA
• Name of the Head of the institution	Brig. (Retd.) Dr. Anil Sharma
• Designation	Additional Secretary cum Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9006010343
• Mobile No:	9897703185
• Registered e-mail	ysmranchi4@gmail.com
• Alternate e-mail	ysmprincipal@gmail.com
• Address	Yogoda Satsanga Mahavidyalaya, Jagannathpur, Dhurwa
• City/Town	Ranchi
• State/UT	Jharkhand
• Pin Code	834004
2.Institutional status	
• Type of Institution	Co-education
• Location	Semi-Urban
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	**Ranchi University, Ranchi**
• Name of the IQAC Coordinator	**Dr. Mrinal Gaurav**
• Phone No.	
• Alternate phone No.	
• Mobile	**9431593726**
• IQAC e-mail address	**ysm.iqac@gmail.com**
• Alternate e-mail address	**ysmranchi4@gmail.com**

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

4.Whether Academic Calendar prepared during the year? | **Yes** |

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

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**2.89**	**2017**	**30/10/2017**	**29/10/2022**

6.Date of Establishment of IQAC | **01/04/2015** |

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Yogoda Satsanga Mahavidyalaya	Salary	Government of Jharkhand	2020	4,41,40,474
Yogoda Satsanga Mahavidyalaya	Arrear Salary	Government of Jharkhand	2020	58,54,298
Yogoda Satsanga Mahavidyalaya	Pension	Government of Jharkhand	2020	3,45,23,618

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
• Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	3
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
• If yes, mention the amount	

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

1. Ensured continuity of teaching-learning activity in the new pedagogical environment. Besides that, the departments were encouraged to conduct webinars for the students. Several departments

conducted webinar on varied topics. Webinar to take care of the emotional and psychological well-being of the students and teachers was also conducted. 2. Ensured continuity of extra-curricular activities in the virtual space. 3. Introduction of the Department of Life Skills. 4. IT Training for teaching and non-teaching staff. 5. CCR system structured with Self Appraisal and sharing feedback by GBMC.

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
e-Prospectus	Online publication and uploading of prospectus of Degree and CVS.
Website Upgradation	Ongoing
Setting up of Inter Com EPBX System	It has facilitated easy two way voice communication between office and different departments
Creation of Domain based e -mail id	Completed
Clearance of Pending Pension Cases	Pension cell created and such cases being followed
CCR system structured with Self Appraisal and sharing feedback by GBMC.	Completed
RU Exam Registration Automation	Completed
Introduction of Department of Life Skills (DLS)	Completed the formation of DLS and varied activities carried out under it.
Appointment on vacant Government Sanctioned post (Teaching as well as non-teaching)	Due
Digi-Hut	Being Followed
Upgradation of Health Care Unit	New medical Equipment purchased
Distribution of pending Scholarship cheques for the year 2018-19 and 2019-20	Done (24th March 2021)
Online Recognition of Teaching and Non -Teaching (PRERNA PARV)	In Process

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	09/07/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	27/02/2022

15.Multidisciplinary / interdisciplinary

Not Applicable.

16.Academic bank of credits (ABC):

Not Appicable.

17.Skill development:

Not Applicable.

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

Not Applicable.

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

Not Applicable.

20.Distance education/online education:

Not Applicable.

Extended Profile

1.Programme

1.1   **76**

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

File Description	Documents
Data Template	[View File](#)

2.Student

2.1   **3483**

Number of students during the year

File Description	Documents
Data Template	View File

2.2   **0**

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   **892**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **50**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **50**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	76
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	3483
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	0
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	892
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	50
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	50

File Description	Documents
Data Template	<u>View File</u>

4.Institution	
4.1 Total number of Classrooms and Seminar halls	33
4.2 Total expenditure excluding salary during the year (INR in lakhs)	20.06
4.3 Total number of computers on campus for academic purposes	107

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Mahavidyalaya has a well- planned curriculum delivery mechanism. Based on the Ranchi University syllabus, a Course plan is prepared for every course that defines the Program Outcomes, Program Specific Outcomes, Course Outcomes, assessment tools etc. The planned lessons are engaged as per the departmental routines classified in the Master Routine.During the COVID- 19 lockdown, regular online classes were conducted through online platforms like Zoom, Google Meet, Webex etc. Online interaction successfully replaced face to face interaction. Teachers also uploaded e-lectures on YouTube & their links were shared with the students in the larger interest.To address the specific needs of the students, Department/Semester wise WhatsApp groups were also created.The teachers uploaded the daily curriculum deliverance on the "UTKARSH" section within the 'e-college' portal on the college website. The Mahavidyalaya regularly monitors the curriculum delivery through the ProfessorIn-chargeAcademics and Heads of the departments. e-content was effectively disseminated in the form of

PDFs and YouTube lectures. Assessment was conducted through tools like Google Forms and the students' WhatsApp groups specified for submission of PDFs. Such measures ensured the continuity of teaching learning and evaluation in the new pedagogical environment.

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

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

IQAC prepares the Mahavidyalaya's Annual calendar in consonance with the RanchiUniversity Calendar. The annual calendar forms the basis for all curricular, co-curricular andextra-curricular activities of the institution. Co-curricular activities include ContinuousInternal Evaluation (CIE) at the institutional level. The course plans prepared by the facultymembers provide for CIE at the departmental level. This calendar also provides for seminars,workshops, field visits and other similar activities. In case of any deviation from the calendaron account of some contingency, the IQAC immediately modifies the calendar inconsultation with the concerned department/functional unit and communicates these changesto all the stakeholders through offline and online channels.In view of the pandemic outbreak, the college has resorted to various online avenues toensure continuity of teaching- learning. As per the directives of the Ranchi University, thecollege conducted mid- semester examination and viva exams via online mode. Quizzes wereregularly conducted via Google Forms. Descriptive assessments in the form of PDFs were conducted through departmental WhatsApp groups. Consequently, assessment becamequicker, more transparent, and more conducive to self- learning. Cultural activities on onlineplatforms like Zoom were conducted to boost the morale of learners in these difficult times

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://ysmranchi.net/upload/Academic_Calendar_2020-21.pdf

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

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	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

8

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

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

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

0

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

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	<u>View File</u>

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 Mahavidyalaya is an offspring of Yogoda Satsanga Societyof India,a leading global spiritual organization founded by one of the most renowned modern- day sages, Sri Sri Paramahansa Yogananda.Yoganandaji's teachings focus on issues like gender equality, social equality, environment, sustainability, stress management and spiritual awakening.The Mahavidyalaya adheres to the teachings of Yoganandaji for the purpose of sensitizing learners and faculty members.The students are sensitized to all such aspects through an initiative titled SANKALP. wherein the faculty members devote the first five minutes before the commencement of the class to morally and spiritually uplift the students.Environmental studies is a part of the curriculum for all

the departments as prescribed by the Ranchi University,Ranchi.The college emphasizes gender equality in leadership roles.Female and male students are given equal stake as Class Representatives.The college includes an equal number of male and female cadets to partake in various state/national level NCC camps.The Mahavidalaya also keeps conducting relevant lectures, seminars, street plays on these issues.Days like World Environment Day,Van Mahotsav,World Earth Day,International Women's Day are celebrated with great vigour to instil values in the students.NSS/NCC volunteers and the Student Body named 'Team Pehchan' take leading roles in all suchinitiatives thereby facilitating learning by doing.

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

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

6

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

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

515

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

E. None of the above

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

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

E. Feedback not collected

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

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1375

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

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

617

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

We identify slow and advanced learners by setting grade thresholds on the basis of theirperformances in the preceding examination. If a student secures 75% marks and above,we identify them as an advance learners and students securing less than 75% are identified as slowlearners. Within the classrooms too, faculties assess the learning levels of the students by observing their overall responsiveness in the classroom teaching learning activityand also by conducting quizzes,presentations,group discussions and so on.

Slow learners are taken care of by providing them remedial/tutorial classes to enable them to catch up with the pace.In all such classes,the teachers offer bilingual explanation of topics and also provide them additional study material for concept building and encourage students to go through question papers of the previous years.They are further encouraged to participate in classroom discussions.The faculty members remain in regular contact with the slow learners beyond the classroom hours.

Advanced learners are counselled to participate in seminars,workshops and explore the e-resources offered by the institution.Faculty members remain in touch with the advanced

learners as well to discuss the recent developments and advancements.

Another way of addressing to the needs of the students is through 'Student Mentorship Program' in which the mentors identify and deal with issues of mentees covering academic aspects as well. Since mentors are allocated department-wise, they are in a position toguide and counsel students in their academic pursuit as well.

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

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

Number of Students	Number of Teachers
3483	50

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

To enhance the learning experience of the students the Mahavidyalaya, all the departments ensure conduct of activities like quiz, group discussions,student presentations as a part of regular teaching learning activity.For practical papers, stipulated number of laboratory sessions are defined in the routine itself.Students of Vocational departments also for internship in every academic year. Language Lab sessions are held for the students regularly.NSS and NCC camps,Blood Donation camps,Cleanliness Drives are carried out throughout the year.However, to make experiential learning work in online classes,several initiative were undertaken.For instance,Department of Computer Applications and InformationTechnology and Physics made use of online MATLAB and Sci -Lab.Department ofPhysics,Commerce,Business Administration and CA& IT assigned project topics to their students.Such projects are a part of their

academic framework.Online session were conducted to facilitate the students in the project activity.Students of vocational department underwent online internships.During the pandemic,our NSS volunteers who are fervent in giving back to the society,stepped out to carry out Covid-19 awareness campaignf ollowing the necessary protocols.To ensure participative learning, students were made presenters in the online webinars held.Special webinars were conducted by inviting external resource persons.To develop problem solving skills,Case studies,online quiz links were shared with the students.Several college level competitions like slogan writing,video making,poster making on current issues were conducted to hit the lockdown with positivity of thoughts and creativity.

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

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

During the Covid-19 pandemic, teachers changed their pedagogic practices,and developed new teaching sequences which primarily involved usage of ICT enabled tools.The teachers reached out to the students through various technological mediums and channels like WhatsApp, Zoom, Google Meet and Webex. Department specific whatsapp groups were created to address to the specific needs of the students.The teachers used the group for sharing notes in the form of pdf and ppts.The link of google forms created for the purpose of assessment were also shared in the group.The faculty members conducted classes as per stipulated routine on virtual platforms as stated above.Besides the online classes the teachers also recorded asynchronous sessions which were uploaded on the official YouTube Channel of the Mahavidyalaya.The link of the recorded sessions were also shared by the faculty members on the said WhatsApp groups. Apart from this, the students were advised and demonstrated how to access thevarious open sources available such ase-Pathshala, Ed X, Swayam portal and UGC CEC for some part of the curriculum.Leaning modules, e-books, virtual labs were made available to students of some departments.The IT Cell of the Mahavidyalaya took the additional responsibility of organizing online ICT Training sessions for the faculty members and also shared tutorials to enable them record the asynchronous sesssions.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.youtube.com/c/YOGODASATSANGAMAHAVIDYALAYA

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

50

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	[View File](#)

2.4 - Teacher Profile and Quality

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

50

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

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

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

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

17

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.

Before the pandemic hit us, the mid semesterexamination was held in offline mode.However, in the pandemic phase all the departments conducted their mid semester examinations in online mode based on the directives issued by the affiliating university. The question papers were shared in the department/semester specific WhatsApp group as per stipulated exam schedule. Along with the question paper subject wise google form for recording attendance were also circulated.The students were directed to submit the answer scripts within stipulated time frame only.

In addition to the mid semester examinations, the faculty started using google form for conducting quizzes and test after completion of some portion of the syllabus. This enabled the teachers to not only gauge the effectiveness of teaching learning activity in the new pedagogical environment but also evaluate the performance of the students in a comprehensive manner. The use of google forms

enabled quick evaluation as the students could know their scores immediately after submitting their test. Thus, the frequency of such class assessments increased. For the students of post graduate course, performance of the students in the online classes was also given due emphasis as they carried a weightage of 10 marks in the mid semester examination beside a 20 marks internal assessment. Viva-Voce examination for practical subjects were held via video call.

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

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

The Mahavidyalaya follows the guideline issued by the Ranchi University, Ranchi for the conduct of mid semester and end semester examination. During the pandemic, the Ranchi University directed that the internal examinations shall be conducted via online mode. Accordingly, the Mahavidyalaya notified the examination schedule and mode to the students through department/semester specific WhatsApp group and also during the online classes.Since the students were relatively new to the online system of examination,detailed instructions and reminders were constantly shared with the students so as to facilitate them.The grievance during the conduct of internal examination in the online mode primarily related to absence of the student in the examination due to non-availability of smart phone, non-submission of pdf of answers within time frame due to technical/network issues, inability to record attendance and so on.Throughout the pandemic the faculty members ensured their availability to the students on WhatsApp and even calls beyond the classroom hours. The students reported their grievances of the above nature to the concerned faculty. The concerned faculty too identified students who could not appear/submit their pdf and contacted them personally.Alternate days were fixed for such students who could not appear for the examination. Any grievance related to the question paper was immediately redressed in the student WhatsApp group. The faculty at YSM was empathetic towards the students in all such matters.

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

2.6 - Student Performance and Learning Outcomes

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

The Mahavidyalaya has clearly stated learning outcomes of the Programmes and courses offered. Department Specific orientation programme is conducted at the beginning of the session for all the newly admitted students wherein the students are briefed about the courses offered under the programme and the expected programme outcome. The HOD in his presentation to the newly admitted students highlights the same.

A soft copy of the curriculum and programme and course outcomes are uploaded on the website for ready reference of the teachers and the students. The significance of the programme outcome and course outcome is communicated to the teachers in meeting of the academic council. The faculty members spend considerable amount of time in the classroom sessions in introducing the subject to the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://ysmranchi.net/iqac_academia.php?active=iqac_academia
Upload COs for all courses (exemplars from Glossary)	View File

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

The faculty members interact with the students at the individual level during the classroom sessions to obtain feedback from the students about their understanding of the course and its outcome.Almost all the departments conduct activitiesi n the form of quizzes, classroom presentations,group discussions for their respective courses to ensure that the students have achieved desired level of competencies. Besides that the students appear

for mid semester and end semester examination in every semester.The pass percentage of students in some of the courses is 100%.

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

2.6.3 - Pass percentage of Students during the year

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

892

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	<u>View File</u>
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

<u>http://forms.gle/XJXfsAGPqTmCfvG18</u>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

1

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

3.2 - Research Publications and Awards

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

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

3

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

09

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

3.3 - Extension Activities

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

The Mahavidyalaya keeps conducting extension activities in the neighborhood community through its NSS and NCC Units and student body 'Team Pehchan'. The extension activities are carried out by the students in a structured manner under the supervision of their respective In-charges, faculty members. The NSS Unit of the Mahavidyalaya has adopted a neighborhood village, "KUTE", wherein it conducts annual special camps ranging from 5 to 7 days. These special camps address a vast range of social issues pertaining to cleanliness, sanitation, hygiene, education, awareness, equality, social justice, etc. These camps encompass student-driven surveys, activities and programmes which provide the students ample opportunities to learn and have a realistic view over these issues. The extension activities not only sensitize the students

over the addressed issues but imbibe within them a sense of
community and social service. This has a spiral effect as the
participating students pass on their experiences to their peers,
respective family, community and society. The volunteering
students most often succeed in sensitizing their families and
communities over most of the issues addressed. Even during the
pandemic some of our NSS volunteers also visited the neighbourhood
village to carry out Covid -19 awareness drives,distributed masks
and urged the people to demonstrate covid appropriate behaviour.

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

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

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

0

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

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

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

15

File Description	Documents
Reports of the event organized	View File
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

579

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

3.4 - Collaboration

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

10

File Description	Documents
e-copies of linkage related Document	View File
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

1

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The Mahavidyalaya has adequate infrastructure and physical facilities for uninterrupted teaching-learning. The Institution has two separate academic blocks, the main building-Block A for running the conventional courses and the second building-Block B for running the vocational courses. These two buildings have a total of 31 classrooms and 23 classrooms respectively.These classrooms have adequate space and physical facilities to seat the students enrolled in different programmes offered at the institution and encompass 24,630 sq. ft. carpet area. Faculty are provided with departmental routines. The time-table mentioned in the routine allocates classroomsas per the student strength of individual departments. The College has 07 laboratories including the Language Lab having together a total carpet area of 4135 sq. ft. The Mahavidyalaya has a total of 85 desktops for student access which is made available to all the enrolled students on need basis as well as weekly time-table for usage of the same. The laboratories are well-equipped with models, charts, slides, equipment, consumables and other required materials. The college has a well-equipped fully air-conditioned medium sized Seminar Hall for conducting seminars and small events.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://ysmranchi.net/upload/Criteria_4.1.1_Physical_Facilities.pdf

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

The Mahavidyalaya has adequate facilities for cultural events, sports, games, gymnasium, yoga and meditation and other allied activities. The Mahavidyalaya conducts cultural events with small gatherings in its well-equipped and fully air-conditioned Seminar Hall.Cultural activities with large gatherings are conducted in the 97,128 sq.ft. size college ground having aelevated and covered performing stage. Tents and chairs are rented to accommodate the gatherings during these events. The Mahavidyalaya also uses this ground for conducting sports and games. The college has a Sports Room to store sports and games equipment. The College has a concrete matted Cricketpitch, Volleyball net and Football goalposts within this ground wherein interested students practice these games. The college has a separate standard size Basketball court and a standard size concreted Badminton court. The college has a 1250 sq. ft. size gymnasium, established in 2017, for students and faculty with basic equipment which also houses indoor games facility like carom-board. The College also has a size Yoga and Meditation Centre. All these facilities are allocated to students in a timely manner or as per requirement.

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

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

20

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

20

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

20.06672

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

4.2 - Library as a Learning Resource

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

The Mahavidyalaya has two separate libraries. One main library for the students of the conventional courses and the otherCVS library for the students of the Vocational courses. The Main library has two reading rooms with an accommodation capacity of 70 students at a time. This accommodation capacity is supplemented with a 5,760 sq. ft. beautifully designed and well-maintained open reading area with hut-like structures and a seating capacity of 80 students at a time. The Main library has an e-learning section(Digital Knowledge Centre)equipped with 34 desktops having INFLIBNET access and browsing facilities. The main library also has a reprographic section. The Main library has a total of 2333 titles in its stock.The CVS library has a seating capacity of 48 students and it has 917 titles in stock.The library automation work was initiated

in 2010 and the automation work was partially completed in 2017. The libraries use KOHA software. All library issues and returns are done through the automated process.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources B. Any 3 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)	View File

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

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

0.0843

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
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

906

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

4.3 - IT Infrastructure

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

The Mahavidyalaya had long back envisioned the importance of IT facilities in the times to come. The college procured and installed IBM server way back in 2010 and initiated the automation process. The College IT infrastructure is maintained by a dedicated IT cell comprising of professional IT faculty and staff. The IT cell may be credited with in-house development and maintenance of College website, e-learning platform, online admission process, online fee-waiver system and much more. The Mahavidyalaya has a total of 120 desktops, 32 laptops, 22 LCD screens, 23 projectors, 02 bio-metric machines, 2 servers, CCTV cameras, printer etc all maintained by the IT cell. All the buildings of the Mahavidyalaya are Wi-Fi enabled. The Mahavidyalaya had procured BSNL lease lines in the year 2010. The College faced geographical location related challenges in procuring and ensuring uninterrupted Internet connectivities during the initial years. The College procured two different lease lines in 2015 of 10 mbps and 2 mbps respectively. Presently the college is using a 100 mbps lease line for internet connectivity on the campus. The Mahavidyalaya has been updating its IT facilities on a continuous basis throughout the years.

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

4.3.2 - Number of Computers

151

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

4.3.3 - Bandwidth of internet connection in the Institution   **A. ? 50MBPS**

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)

37.67140

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The laboratories are allocated as per departmental timetable. The dedicated laboratory staffare available throughout the working hours to guide the students whereas the faculty members remain present as per the timetable.The library functions for 8 hours a day to cater to the needs of the students. The students are free to sit and study in the library during these working hours. Issue and return of books for students from different streams is done on

specific weekdays notified for a particular stream.Students are free to use the gymnasium and college ground for games and sports as per the timing notified for them. Girls and boys have been allocated separate timings for using thesports complex during all working days.Classrooms are allocated to different departments on the basis of the strength of thatparticular department during the working hours. The routine in-charges coordinate among themselves to work out their routines so that adequate numbers of classrooms are availablefor all the departments.The Institution has specified particular weekdays for usage of computers on the campusallocating it on stream-wise basis. The Computer Application and Information technology departments have their separate dedicated laboratory.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

2353

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
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

51

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

E. none of the above

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

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

0

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

0

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

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

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
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

0

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

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

5.2.2.1 - Number of outgoing student progression to higher education

51

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

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

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

0

File Description	Documents
Upload supporting data for the same	[View File](#)
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

07

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

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

When the whole world was going through lockdowns and disturbed academic/non-academic performances, YSM had successfully focused on its objectives and YSM maintained the healthy spirit of its students.As an innovative step, a few initiatives were taken to organize the different student societies/clubs. Different student activity wings like NCC NSS, Cultural, Sports, Yoga, Extra and Co-Curricular societies were brought under the umbrella of the Department of Life Skills (DLS). Another student representation body Team PEHCHAAN was created for the student activities and participation. As a progressor, NCC and NSS bagged prizes in multiple events in different categories along with conducting Public Awareness drives like 'No Spitting', 'No Tobacco Movements' and 'anti-Corona measures' to spread awareness on health and hygiene to surrounding rural areas. In Yoga, students earned awards for their outstanding performance in various competitions held at the university/state/national/international level during the year. In Sports, Students took part in Kabaddi and Boxing competitions held at Ranchi University. Students of YSM had managed to get selected for the Women's Cricket team and Ranchi University Women's cricket team. In Cultural and Social activities, students got engaged in many online/offline activities like digital art festival, World environment day, Van Mahotsav, Guruji's 128th Janmotsava.

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

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

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

38

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

5.4 - Alumni Engagement

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

The Mahavidyalaya doesn't have a registered Alumni Association till date. The institution was gearing up to facilitate the formation and registration of its Alumni Association just before the COVID-19 outbreak but the pandemic situation halted the initiative. The Mahavidyalaya plans to organize an Alumni meet and get the Alumni Association registered if the situation remains normal this year. The Mahavidyalaya has developed a mechanism for Alumni registration on the college website. The Mahavidyalaya has been engaging its Alumni for interacting with new batches during the induction cum orientation programme at the time of commencement of new session.

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

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

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

An institution flourishes when the Vision, Mission, and Governance work in harmony. With the utopian vision, Mahavidyalaya is committed to "Transforming students into knowledgeable, ethical, just and responsible citizens, through the holistic right quality of education".

- Create a contemporary knowledge atmosphere through training, research & development, and extra/co-curricular activities. Consequently, YSM fosters well-informed citizens apt with the modern world and inculcates lateral thinking by strengthening open communication and lifelong curiosity.
- Focus on the holistic development of mind, body, and spirit. To attain this, Mahavidyalaya has included Yoga, Meditation, NCC, NSS, and Sports in its teaching and learning methodology.
- Introduce professional and personal ethics to nourish a healthy relationship between society and the environment. Mahavidyalaya promotes multiple programs to develop social and environmental awareness responsible for a healthy bio ecosystem.
- Inclusive governance is the key to continuous and healthy learning of all its associated people. It stimulates teaching and non-teaching staff to participate in various academic/non-academic programs. The college staff including students are appointed as members and In-charges of the various Cells and Committees.

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

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

To realize its vision, effective leadership plays a significant role in determining the efficiency of the system. To attain that, the college ensures decentralized and participative management that includes multidimensional growth. Representatives of the Teaching staff, Alumni, and Guardians are the members of the

different decision-making bodies of the institution. The functional bodies/committees of the institutions are the Proctorial board, Anti-ragging committee, Grievances redressal committee, Purchase committee, fee-waiver committee, Operations Management Committee (OMC), GB Management Council (GBMC), etc. GB Management Council (GBMC) provides timely guidance to Operations, Academics delivery, budgetary functions, and strategic planning as an executive body of the GB. Routine operations are managed and governed by Operations Management Committee which also includes IQAC Co-Ordinator, HoDs, and key functionaries as members. Class representatives(CRs) along with Academic Council participate in taking academic decisions. Special committees are constituted with a joint representation of members of Management/Teaching members to address special issues like disbursement of arrears received for the non-teaching staff of the Institution. A special pay fixation committee of the Bursar and senior faculty was constituted to fix the salaries of the Teaching staff before forwarding it to the University.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategic plans are a prerequisite to running an institution effectively and efficiently and its proper implementation is required. Plans that have been successfully implemented are:

1. Infrastructure YSM has upgraded 18 classrooms and 1 seminar hall with ICT- enabled facilities conducive for smart class, LMS, etc to apt the YSM for e-learning and audio-visual teachings along with library upgradation.

2. Academic performance

In the light of COVID-19, to improve academic performance multi-mode communications have been opted for.

3. Teaching-learning methodology

The faculties were trained in Online teaching and ICT for audio-

visual teaching and lab demonstrations.

4. Student development

YSM switched to online learning, uploaded educational videos, and conducted online extra-curricular activities.

5. Inclusive governance

Teaching staff and Students were included as members of various committees, cells, and boards.

6. Research Outreach

Faculties were encouraged to apply for major/minor projects and a total of 10 books/ chapters/proceedings/articles were published.

7. Human resource development

The applications of thirteen faculty members were duly sent to the University for promotions, out of which five were promoted.

8. Performance-based Appraisal

An incentive-based reward system, "Prerna Parv" was introduced to appreciate the contribution of teaching/ non-teaching staff.

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

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

The Organogram of the Mahavidyalaya has the YSS Board at the statutory level, followed by the institutional Governing Body (GB) at the top. GB is the apex policy and decision-making body as per the statutory provisions. This has representatives of the University, Teachers, and Guardians apart from eminent personalities and members of management to ensure participative governance. This is followed up by the Governing Body Management

Council (GBMC) which meets weekly to review the functioning of the institution. These two bodies make the appointment, and service rules and set procedures as per norms. The GB takes decisions and the GBMC takes care of the implementation of the decisions. The next is OMC and IQAC comprising of teachers and representatives of industry, community, and Alumni. The IQAC takes care of new initiatives, benchmarking, obtaining, and analyzing feedback whereas the OMC is focused on the Academic operations of the institution. The principal is assisted by the Controller of Examinations (head of the examination department) and Bursar (head of the Accounts department). There are various cells, committees, and boards on the Organogram to assist the principal in specific areas. This is closely followed up by the student bodies like clubs, societies, etc.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	http://ysmranchi.net/upload/UpdatedMainOrgchartSlide.pptx
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	View File
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

The Mahavidyalaya takes good care of its employees, be it the working condition or welfare measures. The major welfare measures for teaching and non-teaching staff include:

· Almost complete fee-waivers for the wards of the teaching and non-teaching staff

· Provision and timely sanction of PF loans for the staff

· Incentives for best-performing staff members and functional units

· Salary advances for the staff members

· Festive advance for staff members.

· Introduced Covid allowance at the time of a pandemic

· YSS charitable trust support is provided during thin times

The college has special provisions to help out the staff members in their hour of crucial need. The Mahavidyalaya provides financial aid to the staff members in case of personal medical urgencies and contingencies in their families. The Mahavidyalaya pays the salaries to all the staff including the contractual teaching and non-teaching staff members mostly on the first day of the month using internal funds despite delays in receipt of salary grants from the University. The Mahavidyalaya retained all contractual teaching/non-teaching staff throughout the pandemic period despite all odds and movement restrictions imposed by the Government.

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

0

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

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

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

4

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

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

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

6

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

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

The Mahavidyalaya has modified its Performance based Appraisal system for teaching and non-teaching staff from session 2020-21. The previous performance-based appraisal mechanism was treated with confidentiality and lacked transparency. The performance appraisal of teaching and non-teaching staff was done by the Principal and Secretary, G.B. and their remarks as appraisers were kept confidential. The new mechanism of performance appraisal adopted from the session 2020-21 is based on the Self-appraisal of the individual teaching and non-teaching staff. The principal was the appraiser for all teaching and non-teaching staff members. The Vice Chairman G.B. is the Reviewer /Acceptor. The filled-in self-appraisal formats of the teachers and senior staff along with the remarks of the respective appraisers/reviewer were presented before the GBMC for deliberation. The GBMC conducted online/offline feedback sessions on the Performance Appraisal with individual teachers wherein the Teachers were given an opportunity to share their views on the functioning of the institution. This was followed by questions by the GBMC members over certain observations of the appraiser. The session concluded with feedback from the GBMC members. Similarly, feedback sessions for individual non-teaching staff members were conducted by the Principal and Secretary, G.B. wherein a similar methodology of sharing feedback was adopted.

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

6.4 - Financial Management and Resource Mobilization

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

The Mahavidyalaya believes in and practices a completely transparent system in financial transactions. The books of accounts are maintained properly as per the norms and requirements of the Indian Accounting Standard under the administration of the Bursar of the College. The Bursar who is at the statutory post is appointed from among the senior teachers of Mahavidyalaya and is well versed with regulatory provisions of day-to-day financial transactions. For financial audits, the Manager of the Internal audit department is appointed by the Yogoda Satsang Education Institutions (YSEI) to perform an Internal Audit of the Mahavidyalaya. The purpose of an Internal Audit is the scrutiny of accounting and financial records to confirm the maintenance of the books of accounts as per Indian Accounting Standard. Appointment of an external auditor is also done by the YSEI for statutory audits. The external auditors visit the campus and conduct rigorous audit checking and verifying the financial records and book of accounts with the help of the Internal auditor. Thereafter, the statutory auditors prepare the Final Audit report along with the Final Statements, and on the basis of their reports Mahavidyalaya comply all the return-related formalities applicable to the Institutions under State and GOI law.

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

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

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

1.42450

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

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

The Mahavidyalaya is a deficit-grant minority Institution and receives salary grants for Teachers and non-teaching staff working on Government sanctioned posts. Over period of time, the institution has grown tremendously in terms of student strength and the programs being offered. To combat the need, The institution has recruited a large number of Teaching and non-teaching staff members for self-financed positions despite, the limitations of Government sanctioning posts with finances. Thus, to generate resources the Mahavidyalaya depends on self-generated funds collected from the student fee deposits. The Mahavidyalaya prepares an annual budget to estimate the expected funds and to allocate funds among different activities for its optimal utilization. Annual Outcome based Budgeting using systems approaches like budget, income, and expenditure fidelity ensured in sync with YSS Board and audit requirements have been adopted. The Mahavidyalaya is recognized under Sections 2(f) and 12(B) of the UGC Act and NAAC B++ accredited which makes it eligible to apply for development grants from the Government under RUSA. The Mahavidyalaya was initially allocated funds amounting to 2.19 crores under RUSA in 2016. The Mahavidyalaya has also applied for funds under RUSA 3 .0 scheme which is still under process.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing

the quality assurance strategies and processes

The IQAC has significantly supported the different areas of the institution at various levels. Some areas are e-learning platforms, website up-gradation, procurement and deployment of ICT tools, mentoring students, and training teachers for an effective teaching-learning process. To detail a few:

• Online admissions and allied activities: IQAC has brought down the approval time of applications to 3 days from 7 days. It has joined hands with IT cells to smoothen the online admission process, delivery of transfer certificates, Feedback mechanisms, and processing of fee waive.

• Support to pension cell: As employee welfare, IQAC has supported the pension cell in smoothening the process.

• Domain-based Email ID- IQAC has helped IT cell to implement and create awareness about the institutional domain email ID.

• CCR system structured with self-appraisal- IQAC actively supported documentation process of the self-appraisal system.

• Department of Life Skills- IQAC initiated the establishment of the Department of Life Skills (DLS) to deliver guruji's teaching and other life skills to make holistically equipped youth.

Constitution of OMC: IQAC supported the formation of a committee called the Operations Management Committee (OMC) for the review, planning, and implementation of all academic operations. IQAC actively participates in drafting and making charters for the committee.

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

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

The IQAC has been working towards developing quality benchmarks in terms of both academic and non-academic deliverance. The IQAC regularly reviews the deliverance mechanism and take initiatives.

It also designs the plans and makes necessary amendments as per the norms and requirements. The Mahavidyalaya has recorded remarkable incremental growth since the inception of the IQAC in 2015. IQAC initiatives and reforms of the year are:

1. UTKARSH: The academic deliverance records maintenance was interrupted due to the COVID outbreak and repeated lockdown of campus prompted the IQAC to adopt an online record maintenance mechanism for academic deliverance. The IQAC and IT cell jointly redesigned the UTKARSH. It is an online reporting portal and used for obtaining feedback from the teachers on their daily academic engagements and achievements. The teachers were introduced and trained online with the format and the functioning of UTKARSH.

Online teaching-learning: During lockdown, the IQAC was challenged to introduce uninterrupted online teaching-learning methodology. Faculties prepared and uploaded video-lectures and the links were shared on the college website and college WhatsApp groups. Faculties were given training sessions on using appropriate online applications till all the faculties became comfortable.

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

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

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://ysmranchi.net/upload/annualreport_2020-21.pdf
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	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 institution promotes gender equity by giving equal dignity and equal opportunities to all learners in all the activities of the college. 1.Equity in participation: (a) NSS: Girls and boys have an equal share in admission and participation in all types of camps and initiatives. (b) NCC: 7/19 JH Battalion, NCC cadets share opportunities and responsibilities equally, irrespective of gender. (c) Curricular and co-curricular activities: Activities like guest lectures, street plays,and poster exhibitions promote gender- sensitization. (d) Class Representatives: Female and male students are given equal stake as Class Representatives in each Department. 2.Safety and Security Closed Circuit Cameras ensure round- the- clock surveillance. Students wear ID cards at all times. Entry of outsiders is checked by the security staff deployed at the entrance gate. 3.Statutory Committees Information on Statutory committees like Internal Complaints Committee (ICC) and Grievance Redressal Cell is disseminated through the website, the sessional orientation programs and display boards in campus.

4.Counseling Regular counseling of students in groups as well as individually is done by our faculty. 5.Common Room Common Room is available for the girl students of the Mahavidyalaya. 6. Any other information Washrooms are provided with sanitary napkin vending machine and incinerator.

File Description	Documents
Annual gender sensitization action plan	https://ysmranchi.net/upload/7.1.1A.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://ysmranchi.net/upload/7.1.1A.pdf

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

Efficient management of waste starts with regular waste-collection. Tactical placement ofdustbins has eased this task. For instance, dustbins are placed in each corridor, pavement,canteen etc. Covered dustbins are used in order to prevent breeding of infectious vectors.Color coded dustbins are used for different types of waste. Green dustbins are used for wet and biodegradable waste. Blue dustbins are used for disposal of non-biodegradable waste.Yellow dustbins are meant for paper and glass bottles. Incinerator has been installed to ensure scientific disposal of sanitary napkins. Ever since its inception, the college canteen has not used paper cups, plastic spoons or straws.Steel cutlery and crockery are used to control waste generation. Efforts have been madeto produce compost manure from the solid waste of the canteen. For efficient management of solid waste and e-waste, a Re-conditioning Board works in close conjunct with the Purchase cum Disposal committee. The Reconditioning Board submits its report classifying the items as replaceable, repairable, damaged, or to be discarded. The items identified as damaged are disposed to the

appropriate agency. The repairable items are duly repaired and put into use.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	https://ysmranchi.net/upload/7.1.3C.pdf
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	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All 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	View File
Any other relevant documents	**No File Uploaded**

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

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

`C. Any 2 of the above`

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

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

`C. Any 2 of the above`

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

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

diversities (within 200 words).

We significantly cater to the aspect of Inclusion of socio-economically disadvantaged groups (SEDG's). Being alive to social realities, students from challenged sections of society are encouraged with lower qualifying cut off marks and fee waiver for those economically challenged. The institution believes in equality of all cultures and traditions. In a bid to create awareness among students about the regional and communal diversities, our students showcase different traditional clothes, present various traditional/classical art form of different states in the college and university level events.Different sports and cultural activities are organized to promote harmony towards each other. Moreover, teachers and students jointly celebrate important days, events and festivals. Our Mahavidyalaya also has an equal opportunity cell to ensure that there is no discrimination made against caste, religion, economic status, region, colour, or on any other grounds in the collegepremises.NCC arranges for local, regional and national camps for their cadets to explore the diversities.University has code of ethics for students and a separate code of ethics for teachers and other employees which has to be followed by each one of them irrespective of their cultural, regional, socio-economic and other diversities.

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

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

As envisaged in our vision to transform students into knowledgeable, ethical, just and responsible citizens through holistic and right quality of education, as soon as the students are admitted to the college, in the beginning of every academic session induction programs are held at departmental levels wherein students are made aware of their rights and duties. The teachers are also sensitized dat the time of their appointment.

- **Code of conduct is prepared for students, teachers,**

administrators and each stakeholder follows it.

- Environmental science constitutes a part of curriculum to sensitize the students on the preservation the ecosystem and environment. Students are also sensitized to adopt green practices.
- NSS Unit of the Mahavidyalaya conducts activities to serve the society. They regularly organize blood donation, tree plantation, cleanliness drives. During covid a number of awareness drives were also organized.This is quite instrumental in sensitizing the students about the environmental concerns and instilling in them a sense of giving it back to the society.
- NCC organises various community development activities with the purpose of imparting amongst cadets' self-less service toward the society. Activities conducted by our NCC cadets include Blood Donation Drives, Tree Plantation Drives, Awareness Rallies, Marathons and Walk-a thons for social causes, Swatch Bharat Awareness week. Orientation of NCC cadets for induction into armed forces is done on regular basis.
- Celebration of National Days takes place every year.
- A vast majority of our students got vaccinated and have displayed covid appropriate behaviour at all times.

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

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

C. Any 2 of the above

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

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

Celebration of national and international commemorative events is an integral part of learning. The Mahavidyalaya inculcates tolerance, communal harmony and inclusivity among the students and staff by celebrating the following events.

- **Relevant talks by eminent academicians and scholars are organized to celebrate Various days.**
- **Every year, the International Women's Day (8th March) is celebrated.**
- **World Environment Day (5th June) is observed with the plantation of saplings.**
- **Van Mahotsav Week (1-7 July) is also organized in the Mahavidyalaya.**
- **Cultural Programmes are organized on the Occasion of Independence Day and Republic Day.**
- **The Mahavidyalayaorganizes Run for Unity on the occasion of Rashtriya Ekta Diwas on 31st October.**
- **The birth anniversary of S. Radhakrishnan (5th September) is enthusiastically celebrated by the students.**
- **Inspired by Swachh Bharat Abhiyaan, Swacchta Pakhwada, a 15 days cleanliness drive, is organized by the NCC unit of the Mahavidyalaya.**
- **International Yoga Day (21st June) is celebrated every year to promote the well-being of body, mind and soul.**
- **128th Avirbhav Diwas (Birth Anniversary) of Sri Sri Paramhansa Yogananda**

However, this year due to covid 19 these celebrations shifted to virtual space and only a few days could be celebrated in the campus following the covid 19 protocol.

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

7.2 - Best Practices

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

Best Practice 1: E- Learning: New Educational Horizons in the post- COVID- 19 Scenario. The COVID- 19 lockdown demanded an immediate reliance on e- Learning. The Mahavidyalaya stood tall to face the challenges of technological knowhow and availability of and compatibility with multimedia aids. Online platforms likeWhatsApp, Telegram, Zoom, Google and YouTube were used to coordinate,conduct, circulate, assess, and monitor online teaching- learning process, co-curricular activities, and motivation and counselling. Such timely intervention prevented learning gap and dropout instances. Despite the economic andtechnological constraints on the users, E- learning has proved to be interactive, flexible and transparent.

Best Practice 2:Decentralization and Participative Management. Decentralization and Participative Management is essential to improving the efficiency of any institution by delegating authority and providing operational autonomy to all the collaborating functionaries in a transparent and democratic setup. As per the college's written procedure, the Governing Body takes decisions in policy- matters and administrative concerns of the institution. The GB Management Council (GBMC), the Operation and Management Committee (OMC), the IQAC, multiple subsidiary committees and the students' body TeamPehchan channelise the decentralized responsibilities. As the approach becomes more formally detailed and clarified, Participative Management becomes more and more smooth and effective.

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

7.3 - Institutional Distinctiveness

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

YSM has taken a sustainable initiative on Rain Water Harvesting Structure as a priority over other construction works. There are drainage lines that are connected to water recharge pit and the campus is carbon sink. Overall growth of birds, squirrels, insects including butterflies, grasses, herbs, shrubs and trees, which are visible in remarkable high number, also indicate towards healthy abiotic components of the institution as an ecosystem.

The Green Campus ensures judicious use of environmental resources. The aim of which is also to encourage students to become genuine agents of change, committed to treasuring the campus environment and the neighbourhood. To minimize the use of paper in administration through having policy for E-governance is also a key component. Further, the COVID-19 lockdown demanded an immediate reliance on e- Learning. The Mahavidyalaya stood tall to face the challenges of technological knowhow and availability of and compatibility with multimedia aids. Online platforms like WhatsApp, Telegram, Zoom, Google and YouTube were used to coordinate, conduct, circulate, assess, and monitor online teaching- learning process, co- curricular activities, and motivation and counselling and despite all constraints has proved to be interactive, flexible and transparent.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Mahavidyalaya has a well- planned curriculum delivery mechanism. Based on the Ranchi University syllabus, a Course plan is prepared for every course that defines the Program Outcomes, Program Specific Outcomes, Course Outcomes, assessment tools etc. The planned lessons are engaged as per the departmental routines classified in the Master Routine.During the COVID- 19 lockdown, regular online classes were conducted through online platforms like Zoom, Google Meet, Webex etc. Online interaction successfully replaced face to face interaction. Teachers also uploaded e-lectures on YouTube & their links were shared with the students in the larger interest.To address the specific needs of the students, Department/Semester wise WhatsApp groups were also created.The teachers uploaded the daily curriculum deliverance on the "UTKARSH" section within the 'e-college' portal on the college website. The Mahavidyalaya regularly monitors the curriculum delivery through the ProfessorIn-chargeAcademics and Heads of the departments. e-content was effectively disseminated in the form of PDFs and YouTube lectures. Assessment was conducted through tools like Google Forms and the students' WhatsApp groups specified for submission of PDFs. Such measures ensured the continuity of teaching learning and evaluation in the new pedagogical environment.

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

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

IQAC prepares the Mahavidyalaya's Annual calendar in consonance with the RanchiUniversity Calendar. The annual calendar forms the basis for all curricular, co-curricular andextra-curricular activities of the institution. Co-curricular activities include

ContinuousInternal Evaluation (CIE) at the institutional level. The course plans prepared by the facultymembers provide for CIE at the departmental level. This calendar also provides for seminars,workshops, field visits and other similar activities. In case of any deviation from the calendaron account of some contingency, the IQAC immediately modifies the calendar inconsultation with the concerned department/functional unit and communicates these changesto all the stakeholders through offline and online channels.In view of the pandemic outbreak, the college has resorted to various online avenues toensure continuity of teaching- learning. As per the directives of the Ranchi University, thecollege conducted mid- semester examination and viva exams via online mode. Quizzes wereregularly conducted via Google Forms. Descriptive assessments in the form of PDFs were conducted through departmental WhatsApp groups. Consequently, assessment becamequicker, more transparent, and more conducive to self-learning. Cultural activities on onlineplatforms like Zoom were conducted to boost the morale of learners in these difficult times

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	https://ysmranchi.net/upload/Academic_Calendar_2020-21.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	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

8

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

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

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

0

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

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

0

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

0	

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

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

The Mahavidyalaya is an offspring of Yogoda Satsanga Societyof India,a leading global spiritual organization founded by one of the most renowned modern- day sages, Sri Sri Paramahansa Yogananda.Yoganandaji's teachings focus on issues like gender equality, social equality, environment, sustainability, stress management and spiritual awakening.The Mahavidyalaya adheres to the teachings of Yoganandaji for the purpose of sensitizing learners and faculty members.The students are sensitized to all such aspects through an initiative titled SANKALP. wherein the faculty members devote the first five minutes before the commencement of the class to morally and spiritually uplift the students.Environmental studies is a part of the curriculum for all the departments as prescribed by the Ranchi University,Ranchi.The college emphasizes gender equality in leadership roles.Female and male students are given equal stake as Class Representatives.The college includes an equal number of male and female cadets to partake in various state/national level NCC camps.The Mahavidalaya also keeps conducting relevant lectures, seminars, street plays on these issues.Days like World Environment Day,Van Mahotsav,World Earth Day,International Women's Day are celebrated with great vigour to instil values in the students.NSS/NCC volunteers and the Student Body named 'Team Pehchan' take leading roles in all suchinitiatives thereby facilitating learning by doing.

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

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

6

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

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

515

File Description	Documents
Any additional information	[View File](#)
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	`E. None of the above`

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

1.4.2 - Feedback process of the Institution may be classified as follows	`E. Feedback not collected`

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

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

`1375`

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

supernumerary seats)

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

617

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

We identify slow and advanced learners by setting grade thresholds on the basis of theirperformances in the preceding examination. If a student secures 75% marks and above,we identify them as an advance learners and students securing less than 75% are identified as slowlearners. Within the classrooms too, faculties assess the learning levels of the students by observing their overall responsiveness in the classroom teaching learning activityand also by conducting quizzes,presentations,group discussions and so on.

Slow learners are taken care of by providing them remedial/tutorial classes to enable them to catch up with the pace.In all such classes,the teachers offer bilingual explanation of topics and also provide them additional study material for concept building and encourage students to go through question papers of the previous years.They are further encouraged to participate in classroom discussions.The faculty members remain in regular contact with the slow learners beyond the classroom hours.

Advanced learners are counselled to participate in seminars,workshops and explore the e-resources offered by the institution.Faculty members remain in touch with the advanced learners as well to discuss the recent developments and advancements.

Another way of addressing to the needs of the students is through 'Student Mentorship Program' in which the mentors identify and deal with issues of mentees covering academic aspects as well. Since mentors are allocated department-wise,

they are in a position toguide and counsel students in their academic pursuit as well.

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

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

Number of Students	Number of Teachers
3483	50

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

To enhance the learning experience of the students the Mahavidyalaya, all the departments ensure conduct of activities like quiz, group discussions,student presentations as a part of regular teaching learning activity.For practical papers, stipulated number of laboratory sessions are defined in the routine itself.Students of Vocational departments also for internship in every academic year. Language Lab sessions are held for the students regularly.NSS and NCC camps,Blood Donation camps,Cleanliness Drives are carried out throughout the year.However, to make experiential learning work in online classes,several initiative were undertaken.For instance,Department of Computer Applications and InformationTechnology and Physics made use of online MATLAB and Sci -Lab.Department ofPhysics,Commerce,Business Administration and CA& IT assigned project topics to their students.Such projects are a part of their academic framework.Online session were conducted to facilitate the students in the project activity.Students of vocational department underwent online internships.During the pandemic,our NSS volunteers who are fervent in giving back to the society,stepped out to carry out Covid-19 awareness campaignf ollowing the necessary protocols.To ensure participative learning, students were made

presenters in the online webinars held.Special webinars were conducted by inviting external resource persons.To develop problem solving skills,Case studies,online quiz links were shared with the students.Several college level competitions like slogan writing,video making,poster making on current issues were conducted to hit the lockdown with positivity of thoughts and creativity.

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

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

During the Covid-19 pandemic, teachers changed their pedagogic practices,and developed new teaching sequences which primarily involved usage of ICT enabled tools.The teachers reached out to the students through various technological mediums and channels like WhatsApp, Zoom, Google Meet and Webex. Department specific whatsapp groups were created to address to the specific needs of the students.The teachers used the group for sharing notes in the form of pdf and ppts.The link of google forms created for the purpose of assessment were also shared in the group.The faculty members conducted classes as per stipulated routine on virtual platforms as stated above.Besides the online classes the teachers also recorded asynchronous sessions which were uploaded on the official YouTube Channel of the Mahavidyalaya.The link of the recorded sessions were also shared by the faculty members on the said WhatsApp groups. Apart from this, the students were advised and demonstrated how to access thevarious open sources available such ase-Pathshala, Ed X, Swayam portal and UGC CEC for some part of the curriculum.Leaning modules, e-books, virtual labs were made available to students of some departments.The IT Cell of the Mahavidyalaya took the additional responsibility of organizing online ICT Training sessions for the faculty members and also shared tutorials to enable them record the asynchronous sesssions.

File Description	Documents
Upload any additional information	[View File]()
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.youtube.com/c/YOGODASATSANGAMAHAVIDYALAYA

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

50

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	[View File]()

2.4 - Teacher Profile and Quality

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

50

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

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

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

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

17

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.

Before the pandemic hit us, the mid semesterexamination was held in offline mode.However, in the pandemic phase all the departments conducted their mid semester examinations in online mode based on the directives issued by the affiliating university. The question papers were shared in the department/semester specific WhatsApp group as per stipulated exam schedule. Along with the question paper subject wise google form for recording attendance were also circulated.The students were directed to submit the answer scripts within stipulated time frame only.

In addition to the mid semester examinations, the faculty started using google form for conducting quizzes and test after completion of some portion of the syllabus. This enabled the teachers to not only gauge the effectiveness of teaching learning activity in the new pedagogical environment but also

evaluate the performance of the students in a comprehensive manner. The use of google forms enabled quick evaluation as the students could know their scores immediately after submitting their test. Thus, the frequency of such class assessments increased. For the students of post graduate course, performance of the students in the online classes was also given due emphasis as they carried a weightage of 10 marks in the mid semester examination beside a 20 marks internal assessment. Viva-Voce examination for practical subjects were held via video call.

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

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

The Mahavidyalaya follows the guideline issued by the Ranchi University, Ranchi for the conduct of mid semester and end semester examination. During the pandemic, the Ranchi University directed that the internal examinations shall be conducted via online mode. Accordingly, the Mahavidyalaya notified the examination schedule and mode to the students through department/semester specific WhatsApp group and also during the online classes.Since the students were relatively new to the online system of examination,detailed instructions and reminders were constantly shared with the students so as to facilitate them.The grievance during the conduct of internal examination in the online mode primarily related to absence of the student in the examination due to non-availability of smart phone, non-submission of pdf of answers within time frame due to technical/network issues, inability to record attendance and so on.Throughout the pandemic the faculty members ensured their availability to the students on WhatsApp and even calls beyond the classroom hours. The students reported their grievances of the above nature to the concerned faculty. The concerned faculty too identified students who could not appear/submit their pdf and contacted them personally.Alternate days were fixed for such students who could not appear for the examination. Any grievance related to the question paper was immediately redressed in the student WhatsApp group. The faculty at YSM was empathetic towards the students in all such matters.

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

2.6 - Student Performance and Learning Outcomes

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

The Mahavidyalaya has clearly stated learning outcomes of the Programmes and courses offered. Department Specific orientation programme is conducted at the beginning of the session for all the newly admitted students wherein the students are briefed about the courses offered under the programme and the expected programme outcome. The HOD in his presentation to the newly admitted students highlights the same.

A soft copy of the curriculum and programme and course outcomes are uploaded on the website for ready reference of the teachers and the students. The significance of the programme outcome and course outcome is communicated to the teachers in meeting of the academic council. The faculty members spend considerable amount of time in the classroom sessions in introducing the subject to the students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://ysmranchi.net/iqac_academia.php?active=iqac_academia
Upload COs for all courses (exemplars from Glossary)	View File

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

The faculty members interact with the students at the individual level during the classroom sessions to obtain feedback from the students about their understanding of the course and its outcome.Almost all the departments conduct activitiesi n the form of quizzes, classroom presentations,group discussions for their respective courses to

ensure that the students have achieved desired level of competencies. Besides that the students appear for mid semester and end semester examination in every semester.The pass percentage of students in some of the courses is 100%.

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

2.6.3 - Pass percentage of Students during the year

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

892

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	View File
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

http://forms.gle/XJXfsAGPqTmCfvG18

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

1

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

3.2 - Research Publications and Awards

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

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

3

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

09

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

3.3 - Extension Activities

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

The Mahavidyalaya keeps conducting extension activities in the neighborhood community through its NSS and NCC Units and student body 'Team Pehchan'. The extension activities are carried out by the students in a structured manner under the supervision of their respective In-charges, faculty members. The NSS Unit of the Mahavidyalaya has adopted a neighborhood village, "KUTE", wherein it conducts annual special camps ranging from 5 to 7 days. These special camps address a vast range of social issues pertaining to cleanliness, sanitation, hygiene, education, awareness, equality, social justice, etc. These camps encompass student-driven surveys, activities and

programmes which provide the students ample opportunities to learn and have a realistic view over these issues. The extension activities not only sensitize the students over the addressed issues but imbibe within them a sense of community and social service. This has a spiral effect as the participating students pass on their experiences to their peers, respective family, community and society. The volunteering students most often succeed in sensitizing their families and communities over most of the issues addressed. Even during the pandemic some of our NSS volunteers also visited the neighbourhood village to carry out Covid -19 awareness drives,distributed masks and urged the people to demonstrate covid appropriate behaviour.

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

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

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

0

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

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

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

15

File Description	Documents
Reports of the event organized	View File
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

579

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

3.4 - Collaboration

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

10

File Description	Documents
e-copies of linkage related Document	View File
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

1

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The Mahavidyalaya has adequate infrastructure and physical facilities for uninterrupted teaching-learning. The Institution has two separate academic blocks, the main building-Block A for running the conventional courses and the second building-Block B for running the vocational courses. These two buildings have a total of 31 classrooms and 23 classrooms respectively.These classrooms have adequate space and physical facilities to seat the students enrolled in different programmes offered at the institution and encompass 24,630 sq. ft. carpet area. Faculty are provided with departmental routines. The time-table mentioned in the routine allocates classroomsas per the student strength of individual departments. The College has 07 laboratories including the Language Lab having together a total carpet area of 4135 sq. ft. The Mahavidyalaya has a total of 85 desktops for student access which is made available to all the enrolled students on need basis as well as weekly time-table for usage of the same. The laboratories are well-equipped with models, charts, slides, equipment, consumables and other required materials. The college has a well-equipped fully air-conditioned medium sized Seminar Hall for conducting seminars and small events.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://ysmranchi.net/upload/Criteria_4.1.1_Physical_Facilities.pdf

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

The Mahavidyalaya has adequate facilities for cultural events, sports, games, gymnasium, yoga and meditation and other allied activities. The Mahavidyalaya conducts cultural events with small gatherings in its well-equipped and fully air-conditioned Seminar Hall.Cultural activities with large gatherings are conducted in the 97,128 sq.ft. size college ground having aelevated and covered performing stage. Tents and chairs are rented to accommodate the gatherings during these events. The Mahavidyalaya also uses this ground for conducting sports and games. The college has a Sports Room to store sports and games equipment. The College has a concrete matted Cricketpitch, Volleyball net and Football goalposts within this ground wherein interested students practice these games. The college has a separate standard size Basketball court and a standard size concreted Badminton court. The college has a 1250 sq. ft. size gymnasium, established in 2017, for students and faculty with basic equipment which also houses indoor games facility like carom-board. The College also has a size Yoga and Meditation Centre. All these facilities are allocated to students in a timely manner or as per requirement.

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

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

20

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

20

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<u>View File</u>

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)

20.06672

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

4.2 - Library as a Learning Resource

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

The Mahavidyalaya has two separate libraries. One main library for the students of the conventional courses and the otherCVS library for the students of the Vocational courses. The Main library has two reading rooms with an accommodation capacity of 70 students at a time. This accommodation capacity is supplemented with a 5,760 sq. ft. beautifully designed and well-maintained open reading area with hut-like structures and a seating capacity of 80 students at a time. The Main library has an e-learning section(Digital Knowledge Centre)equipped with 34 desktops having INFLIBNET access and browsing facilities. The main library also has a reprographic section. The Main library has a total of 2333 titles in its stock.The CVS library has a

seating capacity of 48 students and it has 917 titles in stock.The library automation work was initiated in 2010 and the automation work was partially completed in 2017. The libraries use KOHA software. All library issues and returns are done through the automated process.

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

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

B. Any 3 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)	View File

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

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

0.0843

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
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

906

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

4.3 - IT Infrastructure

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

The Mahavidyalaya had long back envisioned the importance of IT facilities in the times to come. The college procured and installed IBM server way back in 2010 and initiated the automation process. The College IT infrastructure is maintained by a dedicated IT cell comprising of professional IT faculty and staff. The IT cell may be credited with in-house development and maintenance of College website, e-learning platform, online admission process, online fee-waiver system and much more. The Mahavidyalaya has a total of 120 desktops, 32 laptops, 22 LCD screens, 23 projectors, 02 bio-metric machines, 2 servers, CCTV cameras, printer etc all maintained by the IT cell. All the buildings of the Mahavidyalaya are Wi-Fi enabled. The Mahavidyalaya had procured BSNL lease lines in the year 2010. The College faced geographical location related challenges in procuring and ensuring uninterrupted Internet connectivities during the initial years. The College procured two different lease lines in 2015 of 10 mbps and 2 mbps respectively. Presently the college is using a 100 mbps lease line for internet connectivity on the campus. The Mahavidyalaya has been updating its IT facilities on a continuous basis throughout the years.

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

4.3.2 - Number of Computers

151

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

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

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)

37.67140

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The laboratories are allocated as per departmental timetable. The dedicated laboratory staffare available throughout the working hours to guide the students whereas the faculty members remain present as per the timetable.The library functions for 8 hours a day to cater to the needs of the students. The students

are free to sit and study in the library during these working hours. Issue and return of books for students from different streams is done on specific weekdays notified for a particular stream.Students are free to use the gymnasium and college ground for games and sports as per the timing notified for them. Girls and boys have been allocated separate timings for using thesports complex during all working days.Classrooms are allocated to different departments on the basis of the strength of thatparticular department during the working hours. The routine in-charges coordinate among themselves to work out their routines so that adequate numbers of classrooms are availablefor all the departments.The Institution has specified particular weekdays for usage of computers on the campusallocating it on stream-wise basis. The Computer Application and Information technology departments have their separate dedicated laboratory.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

2353

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
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

51

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	**E. none of the above**

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

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

0

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

0

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**B. Any 3 of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
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

0

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

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

5.2.2.1 - Number of outgoing student progression to higher education

51

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

07

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

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

When the whole world was going through lockdowns and disturbed academic/non-academic performances, YSM had successfully focused on its objectives and YSM maintained the healthy spirit of its students.As an innovative step, a few initiatives were taken to organize the different student societies/clubs. Different student activity wings like NCC NSS, Cultural, Sports, Yoga, Extra and Co-Curricular societies were brought under the umbrella of the Department of Life Skills (DLS). Another student representation body Team PEHCHAAN was created for the student activities and participation. As a progressor, NCC and NSS bagged prizes in multiple events in different categories along with conducting Public Awareness drives like 'No Spitting', 'No Tobacco Movements' and 'anti-Corona measures' to spread awareness on health and hygiene to surrounding rural areas. In Yoga, students earned awards for their outstanding performance in various competitions held at the university/state/national/international level during the year. In Sports, Students took part in Kabaddi and Boxing competitions held at Ranchi University. Students of YSM had managed to get selected for the Women's Cricket team and Ranchi University Women's cricket team. In Cultural and Social activities, students got engaged in many online/offline activities like digital art festival, World environment day, Van Mahotsav, Guruji's 128th Janmotsava.

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

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

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

38

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

5.4 - Alumni Engagement

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

The Mahavidyalaya doesn't have a registered Alumni Association till date. The institution was gearing up to facilitate the formation and registration of its Alumni Association just before the COVID-19 outbreak but the pandemic situation halted the initiative. The Mahavidyalaya plans to organize an Alumni meet and get the Alumni Association registered if the situation remains normal this year. The Mahavidyalaya has developed a mechanism for Alumni registration on the college website. The Mahavidyalaya has been engaging its Alumni for interacting with new batches during the induction cum orientation programme at the time of commencement of new session.

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

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

E. <1Lakhs

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

An institution flourishes when the Vision, Mission, and Governance work in harmony. With the utopian vision, Mahavidyalaya is committed to "Transforming students into knowledgeable, ethical, just and responsible citizens, through the holistic right quality of education".

- **Create a contemporary knowledge atmosphere through training, research & development, and extra/co-curricular activities. Consequently, YSM fosters well-informed citizens apt with the modern world and inculcates lateral thinking by strengthening open communication and lifelong curiosity.**
- **Focus on the holistic development of mind, body, and spirit. To attain this, Mahavidyalaya has included Yoga, Meditation, NCC, NSS, and Sports in its teaching and learning methodology.**
- **Introduce professional and personal ethics to nourish a healthy relationship between society and the environment. Mahavidyalaya promotes multiple programs to develop social and environmental awareness responsible for a healthy bio ecosystem.**
- **Inclusive governance is the key to continuous and healthy learning of all its associated people. It stimulates teaching and non-teaching staff to participate in various academic/non-academic programs. The college staff**

including students are appointed as members and In-charges of the various Cells and Committees.

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

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

To realize its vision, effective leadership plays a significant role in determining the efficiency of the system. To attain that, the college ensures decentralized and participative management that includes multidimensional growth. Representatives of the Teaching staff, Alumni, and Guardians are the members of the different decision-making bodies of the institution. The functional bodies/committees of the institutions are the Proctorial board, Anti-ragging committee, Grievances redressal committee, Purchase committee, fee-waiver committee, Operations Management Committee (OMC), GB Management Council (GBMC), etc. GB Management Council (GBMC) provides timely guidance to Operations, Academics delivery, budgetary functions, and strategic planning as an executive body of the GB. Routine operations are managed and governed by Operations Management Committee which also includes IQAC Co-Ordinator, HoDs, and key functionaries as members. Class representatives(CRs) along with Academic Council participate in taking academic decisions. Special committees are constituted with a joint representation of members of Management/Teaching members to address special issues like disbursement of arrears received for the non-teaching staff of the Institution. A special pay fixation committee of the Bursar and senior faculty was constituted to fix the salaries of the Teaching staff before forwarding it to the University.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategic plans are a prerequisite to running an institution effectively and efficiently and its proper implementation is required. Plans that have been successfully implemented are:

1. Infrastructure YSM has upgraded 18 classrooms and 1 seminar hall with ICT- enabled facilities conducive for smart class, LMS, etc to apt the YSM for e-learning and audio-visual teachings along with library upgradation.

2. Academic performance

In the light of COVID-19, to improve academic performance multi-mode communications have been opted for.

3. Teaching-learning methodology

The faculties were trained in Online teaching and ICT for audio-visual teaching and lab demonstrations.

4. Student development

YSM switched to online learning, uploaded educational videos, and conducted online extra-curricular activities.

5. Inclusive governance

Teaching staff and Students were included as members of various committees, cells, and boards.

6. Research Outreach

Faculties were encouraged to apply for major/minor projects and a total of 10 books/ chapters/proceedings/articles were published.

7. Human resource development

The applications of thirteen faculty members were duly sent to the University for promotions, out of which five were promoted.

8. Performance-based Appraisal

An incentive-based reward system, "Prerna Parv" was introduced to appreciate the contribution of teaching/ non-teaching staff.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

The Organogram of the Mahavidyalaya has the YSS Board at the statutory level, followed by the institutional Governing Body (GB) at the top. GB is the apex policy and decision-making body as per the statutory provisions. This has representatives of the University, Teachers, and Guardians apart from eminent personalities and members of management to ensure participative governance. This is followed up by the Governing Body Management Council (GBMC) which meets weekly to review the functioning of the institution. These two bodies make the appointment, and service rules and set procedures as per norms. The GB takes decisions and the GBMC takes care of the implementation of the decisions. The next is OMC and IQAC comprising of teachers and representatives of industry, community, and Alumni. The IQAC takes care of new initiatives, benchmarking, obtaining, and analyzing feedback whereas the OMC is focused on the Academic operations of the institution. The principal is assisted by the Controller of Examinations (head of the examination department) and Bursar (head of the Accounts department). There are various cells, committees, and boards on the Organogram to assist the principal in specific areas. This is closely followed up by the student bodies like clubs, societies, etc.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	http://ysmranchi.net/upload/UpdatedMainOrgchartSlide.pptx
Upload any additional information	**No File Uploaded**

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

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	View File
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

The Mahavidyalaya takes good care of its employees, be it the working condition or welfare measures. The major welfare measures for teaching and non-teaching staff include:

• Almost complete fee-waivers for the wards of the teaching and non-teaching staff

• Provision and timely sanction of PF loans for the staff

• Incentives for best-performing staff members and functional units

• Salary advances for the staff members

• Festive advance for staff members.

• Introduced Covid allowance at the time of a pandemic

• YSS charitable trust support is provided during thin times

The college has special provisions to help out the staff members in their hour of crucial need. The Mahavidyalaya provides financial aid to the staff members in case of personal medical urgencies and contingencies in their families. The Mahavidyalaya pays the salaries to all the staff including the

contractual teaching and non-teaching staff members mostly on the first day of the month using internal funds despite delays in receipt of salary grants from the University. The Mahavidyalaya retained all contractual teaching/non-teaching staff throughout the pandemic period despite all odds and movement restrictions imposed by the Government.

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

0

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

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

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

4

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

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

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

6

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

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

The Mahavidyalaya has modified its Performance based Appraisal system for teaching and non-teaching staff from session 2020-21. The previous performance-based appraisal mechanism was

treated with confidentiality and lacked transparency. The performance appraisal of teaching and non-teaching staff was done by the Principal and Secretary, G.B. and their remarks as appraisers were kept confidential. The new mechanism of performance appraisal adopted from the session 2020-21 is based on the Self-appraisal of the individual teaching and non-teaching staff. The principal was the appraiser for all teaching and non-teaching staff members. The Vice Chairman G.B. is the Reviewer /Acceptor. The filled-in self-appraisal formats of the teachers and senior staff along with the remarks of the respective appraisers/reviewer were presented before the GBMC for deliberation. The GBMC conducted online/offline feedback sessions on the Performance Appraisal with individual teachers wherein the Teachers were given an opportunity to share their views on the functioning of the institution. This was followed by questions by the GBMC members over certain observations of the appraiser. The session concluded with feedback from the GBMC members. Similarly, feedback sessions for individual non-teaching staff members were conducted by the Principal and Secretary, G.B. wherein a similar methodology of sharing feedback was adopted.

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

6.4 - Financial Management and Resource Mobilization

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

The Mahavidyalaya believes in and practices a completely transparent system in financial transactions. The books of accounts are maintained properly as per the norms and requirements of the Indian Accounting Standard under the administration of the Bursar of the College. The Bursar who is at the statutory post is appointed from among the senior teachers of Mahavidyalaya and is well versed with regulatory provisions of day-to-day financial transactions. For financial audits, the Manager of the Internal audit department is appointed by the Yogoda Satsang Education Institutions (YSEI) to perform an Internal Audit of the Mahavidyalaya. The purpose of an Internal Audit is the scrutiny of accounting and

financial records to confirm the maintenance of the books of
accounts as per Indian Accounting Standard. Appointment of an
external auditor is also done by the YSEI for statutory audits.
The external auditors visit the campus and conduct rigorous
audit checking and verifying the financial records and book of
accounts with the help of the Internal auditor. Thereafter, the
statutory auditors prepare the Final Audit report along with
the Final Statements, and on the basis of their reports
Mahavidyalaya comply all the return-related formalities
applicable to the Institutions under State and GOI law.

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

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

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

1.42450

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

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

The Mahavidyalaya is a deficit-grant minority Institution and
receives salary grants for Teachers and non-teaching staff
working on Government sanctioned posts. Over period of time,
the institution has grown tremendously in terms of student
strength and the programs being offered. To combat the need,
The institution has recruited a large number of Teaching and
non-teaching staff members for self-financed positions despite,
the limitations of Government sanctioning posts with finances.

Thus, to generate resources the Mahavidyalaya depends on self-generated funds collected from the student fee deposits. The Mahavidyalaya prepares an annual budget to estimate the expected funds and to allocate funds among different activities for its optimal utilization. Annual Outcome based Budgeting using systems approaches like budget, income, and expenditure fidelity ensured in sync with YSS Board and audit requirements have been adopted. The Mahavidyalaya is recognized under Sections 2(f) and 12(B) of the UGC Act and NAAC B++ accredited which makes it eligible to apply for development grants from the Government under RUSA. The Mahavidyalaya was initially allocated funds amounting to 2.19 crores under RUSA in 2016. The Mahavidyalaya has also applied for funds under RUSA 3 .0 scheme which is still under process.

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

6.5 - Internal Quality Assurance System

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

The IQAC has significantly supported the different areas of the institution at various levels. Some areas are e-learning platforms, website up-gradation, procurement and deployment of ICT tools, mentoring students, and training teachers for an effective teaching-learning process. To detail a few:

• Online admissions and allied activities: IQAC has brought down the approval time of applications to 3 days from 7 days. It has joined hands with IT cells to smoothen the online admission process, delivery of transfer certificates, Feedback mechanisms, and processing of fee waive.

• Support to pension cell: As employee welfare, IQAC has supported the pension cell in smoothening the process.

• Domain-based Email ID- IQAC has helped IT cell to implement and create awareness about the institutional domain email ID.

• CCR system structured with self-appraisal- IQAC actively supported documentation process of the self-appraisal system.

· Department of Life Skills- IQAC initiated the establishment of the Department of Life Skills (DLS) to deliver guruji's teaching and other life skills to make holistically equipped youth.

Constitution of OMC: IQAC supported the formation of a committee called the Operations Management Committee (OMC) for the review, planning, and implementation of all academic operations. IQAC actively participates in drafting and making charters for the committee.

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

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

The IQAC has been working towards developing quality benchmarks in terms of both academic and non-academic deliverance. The IQAC regularly reviews the deliverance mechanism and take initiatives. It also designs the plans and makes necessary amendments as per the norms and requirements. The Mahavidyalaya has recorded remarkable incremental growth since the inception of the IQAC in 2015. IQAC initiatives and reforms of the year are:

1. UTKARSH: The academic deliverance records maintenance was interrupted due to the COVID outbreak and repeated lockdown of campus prompted the IQAC to adopt an online record maintenance mechanism for academic deliverance. The IQAC and IT cell jointly redesigned the UTKARSH. It is an online reporting portal and used for obtaining feedback from the teachers on their daily academic engagements and achievements. The teachers were introduced and trained online with the format and the functioning of UTKARSH.

Online teaching-learning: During lockdown, the IQAC was challenged to introduce uninterrupted online teaching-learning methodology. Faculties prepared and uploaded video-lectures and the links were shared on the college website and college WhatsApp groups. Faculties were given training sessions on

using appropriate online applications till all the faculties became comfortable.

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

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

File Description	Documents
Paste web link of Annual reports of Institution	http://ysmranchi.net/upload/annualreport_2020-21.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	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 institution promotes gender equity by giving equal dignity and equal opportunities to all learners in all the activities of the college. 1.Equity in participation: (a) NSS: Girls and boys have an equal share in admission and participation in all types of camps and initiatives. (b) NCC: 7/19 JH Battalion, NCC

cadets share opportunities and responsibilities equally, irrespective of gender. (c) Curricular and co-curricular activities: Activities like guest lectures, street plays,and poster exhibitions promote gender- sensitization. (d) Class Representatives: Female and male students are given equal stake as Class Representatives in each Department. 2.Safety and Security Closed Circuit Cameras ensure round- the- clock surveillance. Students wear ID cards at all times. Entry of outsiders is checked by the security staff deployed at the entrance gate. 3.Statutory Committees Information on Statutory committees like Internal Complaints Committee (ICC) and Grievance Redressal Cell is disseminated through the website, the sessional orientation programs and display boards in campus.

4.Counseling Regular counseling of students in groups as well as individually is done by our faculty. 5.Common Room Common Room is available for the girl students of the Mahavidyalaya. 6. Any other information Washrooms are provided with sanitary napkin vending machine and incinerator.

File Description	Documents
Annual gender sensitization action plan	https://ysmranchi.net/upload/7.1.1A.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://ysmranchi.net/upload/7.1.1A.pdf

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

Efficient management of waste starts with regular waste-collection. Tactical placement ofdustbins has eased this task. For instance, dustbins are placed in each corridor, pavement,canteen etc. Covered dustbins are used in order to prevent breeding of infectious vectors.Color coded dustbins are used for different types of waste. Green dustbins are used for wet and biodegradable waste. Blue dustbins are used for disposal of non-biodegradable waste.Yellow dustbins are meant for paper and glass bottles. Incinerator has been installed to ensure scientific disposal of sanitary napkins. Ever since its inception, the college canteen has not used paper cups, plastic spoons or straws.Steel cutlery and crockery are used to control waste generation. Efforts have been madeto produce compost manure from the solid waste of the canteen. For efficient management of solid waste and e-waste, a Re-conditioning Board works in close conjunct with the Purchase cum Disposal committee. The Reconditioning Board submits its report classifying the items as replaceable, repairable, damaged, or to be discarded. The items identified as damaged are disposed to the appropriate agency. The repairable items are duly repaired and put into use.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://ysmranchi.net/upload/7.1.3C.pdf
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	View File

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	**A. Any 4 or All of the above**

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

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	C. Any 2 of the above

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

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

We significantly cater to the aspect of Inclusion of socio-economically disadvantaged groups (SEDG's). Being alive to social realities, students from challenged sections of society are encouraged with lower qualifying cut off marks and fee waiver for those economically challenged. The institution believes in equality of all cultures and traditions. In a bid to create awareness among students about the regional and communal diversities, our students showcase different traditional clothes, present various traditional/classical art form of different states in the college and university level events.Different sports and cultural activities are organized to promote harmony towards each other. Moreover, teachers and students jointly celebrate important days, events and festivals. Our Mahavidyalaya also has an equal opportunity cell to ensure that there is no discrimination made against caste,

religion, economic status, region, colour, or on any other grounds in the collegepremises.NCC arranges for local, regional and national camps for their cadets to explore the diversities.University has code of ethics for students and a separate code of ethics for teachers and other employees which has to be followed by each one of them irrespective of their cultural, regional, socio-economic and other diversities.

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

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

As envisaged in our vision to transform students into knowledgeable, ethical, just and responsible citizens through holistic and right quality of education, as soon as the students are admitted to the college, in the beginning of every academic session induction programs are held at departmental levels wherein students are made aware of their rights and duties. The teachers are also sensitized dat the time of their appointment.

- **Code of conduct is prepared for students, teachers, administrators and each stakeholder follows it.**
- **Environmental science constitutes a part of curriculum to sensitize the students on the preservation the ecosystem and environment. Students are also sensitized to adopt green practices.**
- **NSS Unit of the Mahavidyalaya conducts activities to serve the society. They regularly organize blood donation, tree plantation, cleanliness drives. During covid a number of awareness drives were also organized.This is quite instrumental in sensitizing the students about the environmental concerns and instilling in them a sense of giving it back to the society.**
- **NCC organises various community development activities with the purpose of imparting amongst cadets' self-less service toward the society. Activities conducted by our**

NCC cadets include Blood Donation Drives, Tree Plantation Drives, Awareness Rallies, Marathons and Walk-a thons for social causes, Swatch Bharat Awareness week. Orientation of NCC cadets for induction into armed forces is done on regular basis.

- **Celebration of National Days takes place every year.**
- **A vast majority of our students got vaccinated and have displayed covid appropriate behaviour at all times.**

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
Any other relevant information	<u>View File</u>

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**C. Any 2 of the above**

File Description	Documents
Code of ethics policy document	<u>View File</u>
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

Celebration of national and international commemorative events is an integral part of learning. The Mahavidyalaya inculcates tolerance, communal harmony and inclusivity among the students and staff by celebrating the following events.

- Relevant talks by eminent academicians and scholars are organized to celebrate Various days.
- Every year, the International Women's Day (8th March) is celebrated.
- World Environment Day (5th June) is observed with the plantation of saplings.
- Van Mahotsav Week (1-7 July) is also organized in the Mahavidyalaya.
- Cultural Programmes are organized on the Occasion of Independence Day and Republic Day.
- The Mahavidyalayaorganizes Run for Unity on the occasion of Rashtriya Ekta Diwas on 31st October.
- The birth anniversary of S. Radhakrishnan (5th September) is enthusiastically celebrated by the students.
- Inspired by Swachh Bharat Abhiyaan, Swacchta Pakhwada, a 15 days cleanliness drive, is organized by the NCC unit of the Mahavidyalaya.
- International Yoga Day (21st June) is celebrated every year to promote the well-being of body, mind and soul.
- 128th Avirbhav Diwas (Birth Anniversary) of Sri Sri Paramhansa Yogananda

However, this year due to covid 19 these celebrations shifted to virtual space and only a few days could be celebrated in the campus following the covid 19 protocol.

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

7.2 - Best Practices

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

Best Practice 1: E- Learning: New Educational Horizons in the post- COVID- 19 Scenario. The COVID- 19 lockdown demanded an immediate reliance on e- Learning. The Mahavidyalaya stood tall to face the challenges of technological knowhow and availability of and compatibility with multimedia aids. Online platforms likeWhatsApp, Telegram, Zoom, Google and YouTube were used to coordinate,conduct, circulate, assess, and monitor online teaching- learning process, co-curricular activities, and motivation and counselling. Such timely intervention prevented learning gap and dropout instances. Despite the economic andtechnological constraints on the users, E- learning has proved to be interactive, flexible and transparent.

Best Practice 2:Decentralization and Participative Management. Decentralization and Participative Management is essential to improving the efficiency of any institution by delegating authority and providing operational autonomy to all the collaborating functionaries in a transparent and democratic setup. As per the college's written procedure, the Governing Body takes decisions in policy- matters and administrative concerns of the institution. The GB Management Council (GBMC), the Operation and Management Committee (OMC), the IQAC, multiple subsidiary committees and the students' body TeamPehchan channelise the decentralized responsibilities. As the approach becomes more formally detailed and clarified, Participative Management becomes more and more smooth and effective.

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

7.3 - Institutional Distinctiveness

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

YSM has taken a sustainable initiative on Rain Water Harvesting Structure as a priority over other construction works. There are drainage lines that are connected to water recharge pit and the campus is carbon sink. Overall growth of birds, squirrels, insects including butterflies, grasses, herbs, shrubs and

trees, which are visible in remarkable high number, also indicate towards healthy abiotic components of the institution as an ecosystem.

The Green Campus ensures judicious use of environmental resources. The aim of which is also to encourage students to become genuine agents of change, committed to treasuring the campus environment and the neighbourhood. To minimize the use of paper in administration through having policy for E-governance is also a key component. Further, the COVID-19 lockdown demanded an immediate reliance on e- Learning. The Mahavidyalaya stood tall to face the challenges of technological knowhow and availability of and compatibility with multimedia aids. Online platforms like WhatsApp, Telegram, Zoom, Google and YouTube were used to coordinate, conduct, circulate, assess, and monitor online teaching- learning process, co- curricular activities, and motivation and counselling and despite all constraints has proved to be interactive, flexible and transparent.

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

7.3.2 - Plan of action for the next academic year

Plan:

1. Activation of NSS Unit II.

2. Undertake Capacity Building initiatives like Faculty Development Programs .

3. Organize Skill based training for the Non-Teaching staff.

4. Activation of Placement cell.

5. Parent-Teacher Interaction.

6. To increase the use of Inflibnet and e-library resources by the studnets as well as the faculty members.

7. Recognition/Incentive Awards for the employees.