

AQAR REPORT OF MAHILAMAHAVIDYALAYA GODDA

2019-20

SUBMITTED

TO NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL (NAAC) Bangalore, India



(Affiliated to SKM University) (Accredited by NAAC with B Grade) GODDA, Dumka, Jharkhand

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MAHILA COLLEGE, GODDA
महिला महाविद्यालय, गोड्डा

Letter No 04/01/IQAC



Date: 12/11/2021

To

The Director

National assessment and Accreditation Council (NAAC)

P.O. Box No. 1075, Nagarbhavi, Bangalore-560072

Sub: Submission of Annual Quality Assurance Report (AQAR) 2019-20 of Mahila Mahavidyalaya, Godda.

Dear Sir,

As per the guidelines of NAAC, an internal Quality Assurance Cell (IQAC) has been constituted under the chairmanship of Principal, Mahila Mahavidyalaya, Godda as accreditation quality sustenance and enhancement-measure.

The institution has prepared the third Annual Quality Assurance Report (AQAR 2019-20) as per NAAC guidelines.

The AQAR Report is submitted herewith for kind information.

Kindly acknowledge the same and oblige with warm regards.

Dr. Kanchan Kumar

NAAC- Coordinator

Kanchan Kumar
Date 12/11/2021

Smt. Kiran Choudhary
IQAC-Chairman

Prof. In-charge
Mahila Mahavidyalaya Godda

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The Annual Quality Assurance Report (AQAR) of the IQAC
(For Affiliated/Constituent Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, July 1, 2017 to June 30, 2018)*

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution: MAHILA MAHAVIDYALAYA GODDA

- Name of the Head of the institution : Kiran Choudhary
- Designation: Principal
- Does the institution function from own campus: Yes
- Phone no./Alternate phone no.:
- Mobile no.: 9709241832
- Registered e-mail: mcgodda@gmail.com
- Alternate e-mail : principalmmgodda@gmail.com
- Address : Godda, Dumka
- City/Town : Godda
- State/UT : JHARKHAND

- Pin Code : 814133

2. Institutional status:

- Affiliated / Constituent: Affiliated
- Type of Institution: Co-education/Men/Women Women
- Location : Rural/Semi-urban/Urban: Urban

Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing

- Financial Status : Grants-in aids ☒
- UGC 2 (f) ☒
- UGC 12B ☒
- Type of Faculty/ Program:
- Arts
- Arts: ☒
- Science ☒
-

Name of the Affiliating University:

Sido Kanhu Murmu University, Dumka

- Name of the IQAC Co-ordinator : Dr.Brajesh Mishra
- Phone no. : 9939555160
- Alternate phone no.6202216056
- Mobile: 9709241831
- IQAC e-mail address dr.brajeshmk@gmail.com
- Alternate Email address:

3. Website address:

Web-link of the AQAR: (Previous Academic Year):

<http://mmgodda.org/pdf/aqar2018-19.pdf>

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

4. Whether Academic Calendar prepared during the year?

Yes/No....., if yes, whether it is uploaded in the Institutional website: Yes

Weblink: www.ac.in

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	B	2.03	1917	from:26/11/2017 to: 26/11/2022
2 nd	Under Process			from: to:
3 rd				from: to:
4 th				from: to:
5 th				from: to:

6. Date of Establishment of IQAC: DD/MM/YYYY: 21.05.2016

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Demonstrative cum interactive method of education	Date & duration	Number of participants/beneficiaries
<p>Demonstrative cum interactive method of education</p> <p>A meeting of IQAC was held on 6 -04 2020 in order to make teaching-learning process more efficient and more effective to discuss the initiatives for the running session 2019-20. Our institution, MMG has installed a projector system in seminar hall for demonstrative work. The teachers and students are informed about this system. All the H.O.Ds were first demonstrated how to make use of the projector system. They were asked to prepare their lessons on their computer system</p>	06-04-2020 365days	80

and copy it in pen-drive. The pen drive is to be used in the projector system and teacher can make use of it to demonstrate to the students the lesson they want to teach. The students are also asked to prepare their contents, if they too want to demonstrate their findings on the topic that is to be taught to them. After the implementation of this projector system of teaching- learning, it is observed that it has become very imperative and the students are very well satisfied.

Using this method, a number of students attracted and joined to attend the class being encouraged. In this ongoing method we suffered a lot of difficulties due to fatal disease covid-19. All the well-planned system was greatly affected and the institution, MMG also followed the guidelines of covid-19. Our faculty members spread the messages of covid-19 to the unknown people who were ignorant of it as well suggested to maintain hygiene and to wash hands regularly with alcohol or soap which can eliminate germs including virus. In this crisis, most of teachers adjusted online

<p>class through zoom meeting and G-meet along with suitable notes sent to the students. The institution could also manage a whatsapp group and help desk system led by a group of teachers enhanced the system. As a result the number of students increased by 80 (2020) in comparison to earlier year, 2019. In fact demonstrative-cum interactive method of education is effective in teaching –learning process. The method opted in this running session is appreciable through the observation by stake holders as it holds the following features:</p> <ol style="list-style-type: none"> 1.Demonstrative cum interactive method of education (DCIME) produces interest in learning. 2.It creates new scope for curiosity. 3. it reduces toughness and fear. 4. it can induct the average students into intellectual mind. 5. it is lucid and easier to understand 		
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Note: Some Quality Assurance initiatives of the institution are:

(Indicative list)

- *Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements*
- *Academic Administrative Audit (AAA) conducted and its follow up action*
- *Participation in NIRF*
- *ISO Certification*
- *NBA etc.*
- *Any other Quality Audit*

8. Provide the list of funds by Central/

State Government UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc. -Nil

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: Yes

***upload latest notification of formation of IQAC :**

10. No. of IQAC meetings held during the year: 04

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website.....

Minutes of IOAC

1: To set up a power inverter in staff Room:

A meeting of IQAC was held on 05-04-20 and decided to set up a power inverter in staff Room in case electricity fails. All the members felt the necessary requirement and agreed to the agenda to implement it without delay.

2: Repairing work:

A meeting of IQAC was summoned on 7-05-20 and deliberated on the issue of repairing work. The committee members investigated the repairing work and finally agreed to approve the required expenditures.

3:Deep Boring for water supply:

In course of time the campus suffered water crisis specially in summer day. So a meeting of IQAC called on 8-06-20 and raised the issue of water supply in which the members were agreed to initiate a deep Boring for water supply.

4: Printing materials:

The institution, MMG has already computer system for different documents requires printing materials. A meeting of IQAC was held on 23-06-20 and awakened the requirement of materials, the members approved the proposal.

Yes/No: Yes

(Please upload, minutes of meetings and action taken report)

- 11. Whether IQAC received funding from any of the funding agency to support its activities during the year? Yes No: NO**

If yes, mention the amount:

Year:

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

- 1.To interact the people about lock down and balance the economy.
2. To awaken of corona virus -19 and suggest the remedies.
3. To encourage online teaching system.
- 4.To maintain hygiene and sanitation to the whole campus
- 5.To set up separate time table for final year students.

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

Plan of Action	Achievements/Outcomes
1.To conduct the electricity by an alternative source : solar plant.	Solar plant of 30 KW set up by JREDA.
2.To fulfill the water supply through deep Boring .	It has been completed and water supply is satisfactory.
3.To set up power inverter in staff room .	It has completed and running well.
4.Repairing work	Battery and wiring system repaired.

14. Whether the AQAR was placed before statutory body? Yes /No: No

Name of the Statutory body: Management Date of meeting(s):

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

Yes/No: No

Date:

16. Whether institutional data submitted to AISHE: Yes/No: yes

Year: 2019

Date of Submission: 06-01-20

17. Does the Institution have Management Information System?

Yes NO: Yes

MIS stands for management information system. In our institution, MMG has common MIS in a proper channel that conducts with respect to time. The institute having MIS makes the program systematic and confidential where relevant outputs are expected. The information generated by the system may be used for control of operation, strategic and long range planning, short range planning management control and other managerial problem solving. Management information system also establishes regularity in financial system- as for example if the actual date of form fill up is communicated to the students, they are capable to collect the money on time and use it properly and get ride of late fine. The information related to in the interest of the institution is firstly recorded on the notice register and then forwarded on to the staffs to know the issues and sign on it. The institute, MMG has notice board where institutional and departmental notices are provided. At present the institution has connected the whatsapp group as Mahila Pariwar in which most of teachers are connected to communicate the message. The institute has separate register for each and every department to communicate and record the message and issues. In fact, MIS is a decision making system for coordination, control, analysis and visualization of information in the institution.

In our institution, MMG, the ultimate goal of use of management information system is to increase the value and profit of operating system as far as possible. The institution, MMG has planned to construct a group of five members where complains could be registered and be discussed for resolution. In the institution, the principal observe the departments daily and keep everything in attention to maintain and guide wherever required.

Really management information system assists in decision making to resolve an issue. It appears surprise, reduce uncertainty as well as provoke a manager to initiate course of action. Now-a-days the institution has to meet the challenges to improve the information system in modernized technique. We have focused on improving our work flow and restructure the information system with special software.

Part-B

CRITERION I – CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

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

The institution, Mahila Mahavidyalaya Godda(MMG) established in 1983, and in course of time got permanent affiliation under Sidokanhu Murmu University, Dumka. It is then running on the track of University rule and guidelines. The institute, MMG has 42 permanent teachers and about 50 non-teaching staffs who work continuously.

The curriculum of our college is based on the women empowerment by imparting education “to teach a daughter, teaches a generation”. It follows the curriculum prescribed by the University. Our academic calendar is based on the time frame provided by the University. A curriculum provides the centre of teaching-learning programme. The policies decide to transform instruction to learning centre curriculum filled with purposes. In fact it places learning at the fore front of curriculum development and renewal activity. The Head of the institution, Principal holds a meeting of departmental head and concerned teachers of the subject to discuss on the curriculum and enact strategies to fulfill the criteria and effective delivery.

The institution has instructed the concerned subject teachers to teach the subject topic wise equally distributed among the faculty members how to make the teaching sound understanding and lucid form. They are also instructed to produce interest in the topic raising some questions following “question answer method and lecture-cum-demonstrative method”. Our curriculum has also been divided as the number of lectures to be delivered and to complete the topic on time as for example: in a semester course 64 lectures are given in one paper having 60 marks in theory, core-course. The semester course consists of core and elective papers in each discipline. The institution runs B.Sc and B.A. in various subjects and provide Honour’s degree after completion of six semesters, however, the examination and degrees are published by the university. Earlier to it annual course was run as traditional from decades which have been broken and replaced by semester system i.e. CBCS (choice based credit system).

The institution has managed to take internal sessional examination as per guidelines by the university. Moreover, attendance marks are also given by the faculty members to ensure the students to be regular without having absent in the class. Basic Science is represented explicitly in the curriculum within helpful environment of undergraduate education. Basic Science is placed in the context of practical and future aspects i.e. seen to be more meaningful and relevant to the students.

The institution also incorporates tagging of the students with seniors and juniors for better understanding the subject matter. The students get knowledge and experience from seniors under the supervision of faculty. This process contributes to the development and delivery of learning in a meaningful holistic manner. The Principal and all faculty members manage to interact with each other to get the best result as far as possible through assessment across an entire curriculum.

The faculty members are encouraged to prepare effective plan for their class room teachings of the entire session before the academic year commences. The students are inspired to attend the seminars presented by the senior students and teachers to brush up the concepts. The institution also encourages all the staffs to place it in better and better one. The institution has plans to organize cultural programme to encourage the students to relate the topic in social level. Our College is conscious to prepare certificates and all kind of documents carefully. It performs annual programme on teacher’s day inviting the eminent persons to gain suggestions to lead the institute at front part. Our institute is continuously achieving better performance and experience day to day to promote at the destination.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year					
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development	
1.2 Academic Flexibility					
1.2.1 New programmes/courses introduced during the Academic year					
Programme with Code	Date of Introduction	Course with Code	Date of Introduction		
1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.					
Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
	BA & B.Sc		CBCS 06-07-2017	UG	
Already adopted (mention the year)					
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year					
	Certificate	Diploma Courses			
No of Students					
1.3 Curriculum Enrichment					
1.3.1 Value-added courses imparting transferable and life skills offered during the year					
Value added courses	Date of introduction	Number of students enrolled			
1.3.2 Field Projects / Internships under taken during the year					
Project/Programme Title			No. of students enrolled for Field Projects / Internships		
1.4 Feedback System					
1.4.1 Whether structured feedback received from all the stakeholders.					
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents	
Yes/ No: Yes	Yes/ No: Yes	Yes/ No: Yes	Yes/ No :Yes	Yes/ No: Yes	
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)					
<p>It is well known that the development of an institution depends upon a well functioning feedback system which requires the detailed preparation to initiate, launch and implement per cycle. Our institution, MMG has managed a feedback system adjusting all the stake holders including staffs, students, alumni and employers to cooperate the individuals and organization as a whole to improve the performance and effectiveness. Feedback is acquired at departmental and institutional level where thoughts and views are judged such as teaching schedules, teaching tools and results of students who get success. These are the measures of feedback system which enables the institution to lead the work forward seeking the lack and errors contained in the programme.</p>					

Faculty:

The institution has managed to hold meetings with all faculty members periodically where the ways and tone-tenures are discussed to enhance the curriculum, academic discipline, teaching learning process. It then makes a practice to conduct the appropriate way which is to be implemented in the department.

Student:

Student is one of the measures of feedback system on the staffs where find a place in the performance. It is then evaluated by faculty members for the sanction of additional increments. Student feedback is achieved at the end of the chapter and overall department at the end of completion of course and result percentage. In case feedback is not encouraging to the faculty members, a special meeting is held with departmental heads how to improve the performance and the methods to be preferred.

Alumni:

Our institution has tried to tie the alumni through students and interdisciplinary relationship chain system. The institution conducts annual function inviting all the alumni along with stake holders. A formal meeting is held with faculty members and report is forwarded to the Principal for taking appropriate steps for improvement and implementation.

Parent:

Parents are the significant measurable parameters of feedback system to judge and provide proper suggestions to the institution. A parent works as a good stake holder to our feedback system to assess the quality of teaching, student discipline, sport facilities, lab examination system, library and student activities in the department. The parents of the students whose performance in continuous test is poor, separately counseled and accordingly course of action is managed.

Our institution, MMG is associated with undergraduate students. They are evaluated through regular class tests, periodical assessment, model examination and by conducting quiz and seminars relating to the topic. In our semester course, the institution conducts sessional objective test similar to the university pattern of the question and environment. All the internal examinations are analyzed by the subject and course, and students are graded according to the marks obtained. The poor students are specially judged and guided separately. We have also mentor-mentee adjustment to achieve the feedback.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
UG	1320	1030	1030

2.2 Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1030	×	41	×	×

2.3 Teaching - Learning Process					
2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)					
Number of teachers on roll	Number of teachers using ICT (<i>LMS, e-Resources</i>)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
41	10	LCD PROJECTOR	01	01	SWA YAM/NPT EL
2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)					
<p>MMG has a mentoring system i.e. a relation between mentor and mentee. Faculty members having a lot of experience play the role of mentor and students are mentee. It is a particular form of relationship between the mentor and mentee designed to provide individual and professional support. The mentors help the mentee to develop their strength, ability skills and interest to the subject. A mentor also tries to provide the details of the theme and related scopes to reach the destination. The mentorship program enables all the students for all round development.</p> <p>The institution has managed to divide the program in a group of students in the concerned department where the faculty members resolve the issues providing proper guidelines. Mentors meet their mentee on a weekly basis as their time table framed. A meeting is held to resolve the problems of mentees where the mentors discuss their needs and support required. A register is maintained by each mentor with the details of the mentee, including passport sized photo graph along with details of interactions carried out in the same.</p> <p>A quarterly meeting is also held between all the mentors and the Principal of the institution to assess on the student progress followed by complicated problems which are to be resolved. In the meeting useful strategies are enacted and encouraged to be followed by the mentors.</p>					
Number of students enrolled in the institution		Number of fulltime teachers		Mentor: Mentee Ratio	
1030		41		1:25	

2.4 Teacher Profile and Quality				
2.4.1 Number of full time teachers appointed during the year				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
51	41	10	0	20
2.4.2 Honours and recognitions received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised				

<i>bodies during the year)</i>			
<i>Year of award</i>	<i>Name of full time teachers receiving awards from state level, national level, international level</i>	<i>Designation</i>	<i>Name of the award, fellowship, received from Government or recognized bodies</i>
2.5 Evaluation Process and Reforms			
2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year			
Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination
UG	B.A &B.Sc	2019-20	
2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)			
Reforms initiated : In our institution Mahila Mahavidyalaya Godda, evaluation system is to test the students on a sessional examination at which extent students get the learning. Now-a-days, the institution managed to reform the evaluation system as 1.Previous knowledge is checked before teaching the topic of subject matter 2.The duration of lecture is maintained with respect to intelligent quotient. 3. Students are prepared to appear in objective test. 4.Students are inspired to prepare the topic as at the seminar level. 5. The faculty members provide the group discussion among the students on the topic 6.our institute has managed to hold debate and quiz system			
2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)			
Academic calendar The our institution Mahila Mahavidyalaya Godda (MMG) has prepared academic calendar annually and kept in records. However,the institute run the academic calendar by SKMUniversity Dumka. All the dates of examination and results are adjusted according to University rule. Our institute has special annual program to celebrate a day of establishment on September 8 where the eminent persons and stake holders are invited and collect their advices to be followed in the interest of the institution, MMG. In our academic calendar, the data such as the number of enrollment, the number of selection and percentage of pass is recorded. In fact academic calendar is a proof of academic session.			
2.6 Student Performance and Learning Outcomes			
2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink) web link of university			

2.6.2 Pass percentage of students				
Program me Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
UG	BA &B.Sc			
2.7 Student Satisfaction Survey				
2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)				
CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION				
3.1 Resource Mobilization for Research				
3.1.1 Research funds sanctioned and received from various agencies, industry and other organisations				
Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored Projects				
Projects sponsored by the University/ College				
Students Research Projects (<i>other than compulsory by the College</i>)				
International Projects				
Any other(Specify)				
Total				
3.2 Innovation Ecosystem				
3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year				
Title of Workshop/Seminar	Name of the Dept.		Date(s)	
3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year				
Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year						
Incubation Centre		Name		Sponsored by		
Name of the Start-up		Nature of Start-up		Date of commencement		
3.3 Research Publications and Awards						
3.3.1 Incentive to the teachers who receive recognition/awards						
State		National		International		
3.3.2 Ph. Ds awarded during the year (<i>applicable for PG College, Research Center</i>)						
Name of the Department			No. of Ph. Ds Awarded			
3.3.3 Research Publications in the Journals notified on UGC website during the year						
	Department	No. of Publication		Average Impact Factor, if any		
National						
International						
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year						
Department			No. of publication			
3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :				
No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops				
Presented papers				
Resource Persons				
3.4 Extension Activities				
3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year				
Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities	Number of students participated in such activities	
	NSS	04	400	
3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year				
Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited	
3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year				
Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
3.5 Collaborations				
3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year				
Nature of Activity	Participant	Source of financial support	Duration	
3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year				
Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	participant

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year						
Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs			
CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES						
4.1 Physical Facilities						
4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year						
Budget allocated for infrastructure augmentation		Budget utilized for infrastructure development				
4.1.2 Details of augmentation in infrastructure facilities during the year						
Facilities			Existing		Newly added	
Campus area			25293sqm			
Class rooms			22			
Laboratories			05			
Seminar Halls			01			
Classrooms with LCD facilities						
Classrooms with Wi-Fi/ LAN						
Seminar halls with ICT facilities						
Video Centre						
No. of important equipments purchased ($\geq 1-0$ lakh) during the current year.						
Value of the equipment purchased during the year (Rs. in Lakhs)						
Others						
4.2 Library as a Learning Resource						
4.2.1 Library is automated {Integrated Library Management System -ILMS }						
Name of the ILMS software	Nature of automation (fully or partially)		Version		Year of automation	
4.2.1 Library Services:						
	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	1917					
Reference Books	480					
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						

Library automation						
Weeding (Hard & Soft)						
Others (specify) e-resoures	115					

4.3 IT Infrastructure									
4.3.1 Technology Upgradation (overall)									
	Total Comp uters	Compu ter Labs	Internet	Browsing Centres	Comp uter Centr es	Office	Departments	Available band width (MGBPS)	Others
Existi ng	06	01						100	
Adde d									
Total									
4.3.2 Bandwidth available of internet connection in the Institution (Leased line)									
.....100..... MBPS /GBPS									
4.3.3 Facility for e-content									
Name of the e-content development facility					Provide the link of the videos and media centre and recording facility				
4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc									
Name of the teacher		Name of the module			Platform on which module is developed			Date of launching e - content	

4.4 Maintenance of Campus Infrastructure			
4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year			
Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)			
CRITERION V - STUDENT SUPPORT AND PROGRESSION			
5.1 Student Support			
5.1.1 Scholarships and Financial Support			
	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	Welfare department		

Financial support from other sources					
a) National					
b) International					
5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,					
Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved		
5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year					
Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year					
Total grievances received		No. of grievances redressed		Average number of days for grievance redressal	
5.2 Student Progression					
5.2.1 Details of campus placement during the year					
On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
5.2.2 Student progression to higher education in percentage during the year					
Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg:					

NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)						
Items	No. of Students selected/ qualifying	Registration number/roll number for the exam				
NET						
SET						
SLET						
GATE						
GMAT						
CAT						
GRE						
TOFEL						
Civil Services						
State Government Services						
Any Other	03	NA				
5.2.4 Sports and cultural activities / competitions organised at the institution level during the year						
Activity	Level	Participants				
5.3 Student Participation and Activities						
5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)						
Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)						
5.3 Alumni Engagement						
5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):						
the institution suffered from corona virus so no one registration was taken.						
5.3.2 No. of registered enrolled Alumni:						
5.3.3 Alumni contribution during the year (in Rupees) :						
5.3.4 Meetings/activities organized by Alumni Association :						
CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT						
6.1 Institutional Vision and Leadership						
6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)						

Institutional Vision and leadership:

The institution Mahila Mahavidyalaya Godda, (MMG) has a mechanism for delegating authority and providing operational power to all the various functionaries to work towards decentralized governance system. We describe two levels as follows:

1. Principal level:- the governing body headed by Secretary delegates all the academic and operational decisions based on policy designed to the different monitoring committees headed by the principal in order to fulfill all the requirement in the interest of the institution. The Principal plays the role of chairperson to target the vision and mission of the institute (MMG).
2. Faculty level:- faculty members of the institute MMG are assigned the responsibilities in different committees or cells. They are given the charge to conduct the various programs to represent their abilities. They are also encouraged to develop leadership mind and skill in academic curricular activities and extra- curricular activities. Even they are encouraged and authorized to conduct seminars/ workshops in institutional level. Faculty members are committed to their responses how to induct the students to play a key role in extra -curricular activities to fulfill the social service. The institute MMG is going to organize committees as

Scholarship committee, curricular development committee and quiz- debate committee.

Scholarship committee: the institute MMG has deliberated to form a scholarship committee but it is confronting the financial problem as the institute is an affiliated college under SKMU Dumka. Our internal resources are comparatively poor, unable to expenditure much more on institutional level.

However, the institute has considered it is a way for the development i.e. required. The students belonging to SC, ST and O.B.C. are given scholarship from Government side as it is still running from welfare department.

Curricular development committee: The institute,(MMG) run the curriculum as assigned by the University. It can provide the opportunity to induct the students in a large scale making sound teaching facilities. Faculty members are dedicated to teach the students on time table well furnished. We encourage the students to know the scopes in near future i.e. job oriented. It is seen that most of students are bound in sound teaching accommodation. Sometimes we arrange culture program to break the disappointment

Quiz and debate committee:

The institute MMG has managed to organize quiz and debate program in which a number students are inducted to participate at greater extent. Some of the teachers are as the members of the committee.

Smt. Sumanlata- coordinator

Dr. Sabra Tabsum

Smt Rekha singh

Smt Nutan Jha

Quiz and debate committee has been constructed headed by the coordinator smt Suman lata Department of Economics. She conducts the program of quiz and debate on time to time to brush the concept of subject matter and enhance skill at competitive level. In fact this program encouraged the students to increase the number and got success in some exams.

6.1.2 Does the institution have a Management Information System (MIS)? Yes/No/Partial: yes					
6.2 Strategy Development and Deployment					
6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):					
❖ Curriculum Development					
❖ Teaching and Learning					
❖ Examination and Evaluation					
❖ Research and Development					
❖ Library, ICT and Physical Infrastructure / Instrumentation					
❖ Human Resource Management					
❖ Industry Interaction / Collaboration					
❖ Admission of Students					
6.2.2 : Implementation of e-governance in areas of operations:					
❖ Planning and Development					
❖ Administration					
❖ Finance and Accounts					
❖ Student Admission and Support					
❖ Examination					
6.3 Faculty Empowerment Strategies					
6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year					
Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support	
6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year					
Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non- teaching staff)
6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year					
Title of the professional development		Number of teachers who attended		Date and Duration	

programme				(from – to)
6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):				
Teaching		Non-teaching		
Permanent	Fulltime	Permanent	Fulltime/temporary	
6.3.5 Welfare schemes for				
Teaching		EPF & Increment is under process		
Non teaching				
Students		PGF FUND Rs51,30050/00		
6.4 Financial Management and Resource Mobilization				
6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each)				
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)				
Name of the non government funding agencies/ individuals		Funds/ Grants received in Rs.		Purpose
6.4.2 Total corpus fund generated				
6.5 Internal Quality Assurance System				
6.5.1 Whether Academic and Administrative Audit (AAA) has been done?				
Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative				
6.5.2 Activities and support from the Parent – Teacher Association (at least three)				
6.5.3 Development programmes for support staff (at least three)				
6.5.4 Post Accreditation initiative(s) (mention at least three)				
6.5.5				
a. Submission of Data for AISHE portal : (Yes /No) :Yes				
b. Participation in NIRF : (Yes /No)				
c. ISO Certification : (Yes /No)				

d. NBA or any other quality audit : (Yes /No)				
6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to-----)	Number of participants
2019-20	Demonstrative-cum interactive method of education	06-04-2020	06-04-20 to 06-04-2021	80

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Title of the programme	Period (from-to)	Participants	
		Female	Male

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:
Percentage of power requirement of the College met by the renewable energy sources

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities		
Provision for lift		
Ramp/ Rails	yes	04
Braille Software/facilities		
Rest Rooms		01
Scribes for examination		
Special skill development for differently abled students		
Any other similar facility		

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders		
Title	Date of Publication	Follow up (maximum 100 words each)
7.1.6 Activities conducted for promotion of universal Values and Ethics		
Activity	Duration (from-----to-----)	Number of participants
7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)		
7.2 Best Practices		
Describe at least two institutional best practices Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link https://mmgodda.org/pdf/BP1.jpg		
<p style="text-align: center;"><u>Best Practices followed in Mahila Mahavidyalaya, Godda</u></p> <ol style="list-style-type: none"> 1. One of the major environmental concerned of today is to look our Mother Earth and make it safe for the existing habitants and the generation to follow. Keeping in view of this fact we ensure that our institution is free from any plastic garbage. We also take several steps to spread this message in our locality and nearby villages through various NSS programmes. We have a special committee constituted in this regard who looks after such programmes and evaluate the outcomes. 2. "A healthy mind resides in a healthy body." Keeping this view in mind, we organize yoga classes regularly for our students, teachers and staffs. Without a sound health one cannot deliver his/her best to the society and the institution. A part from NSS routine programmes we also organize special yoga camp in which the participants perform "Surya Namaskar". 3. During this pandemic period of COVID- 19, our NSS students along with their coordinators distributed face mask and sanitizer among the needful and urged the community to strictly follow the guidelines announced by Central/State Governments and the Local Administration time to time. 		
7.3 Institutional Distinctiveness		
Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust Provide the weblink of the institution in not more than 500 words		
<p style="text-align: center;"><u>Institutional Distinctness</u></p> <p style="text-align: center;">Our institution Mahila Mahavidyalaya, Godda is one of the premier institution of this district which imparts education to the girls who are considered to be our generation builders. The institution has several distinct features –</p> <ul style="list-style-type: none"> • Situated in the heart of the town, it is safe and sound for girl's education. The campus of district administration such as SDM office, Nagar Panchayat Bhawan, District Police Headquarter, Judicial Magistrate residence etc. are at stone throw distance from our college. • Our institution fully complies with the Central Government vision of "Beti Bachao, Beti Padhao". We strictly adhere to the rules of self discipline, self respect and community discipline and impart these moral values to our learners so as to make a perfect and reliable citizen of the future. 		

our institution Mahila Mahavidyalaya Godda has developed a distinctive and highly efficient system of education for women empowerment. Our aim is to impart education specially to daughters of this rural and urban area of institution at greater extent to conduct all round development. As we keep in memory all the time due to which this institute has been established by the eminent persons of the society. The institution is committed to impart education without making any distinction in caste, creed and community where all types of students arrive not only from own state but also from other states. The institute has high ambition to provide education as far as possible. It is the way to discard distinction and superstitious in the people. Our institution Mahila Mahavidyalaya Godda is ready to provide the education as the era requires by organizing community efforts. We have made our goal relevant of women education. Our programs are designed to provide learning environment and opportunities to the students. Some of the programs are directly concerned with the students own interest.

Women education is not only for the sake of knowledge enhancement but also for health care and to integrate a family in all respects. Now –a-days women are not behind at any cost. Our institute has got appreciation on having placement as teacher, police forces and in administrative jobs.

Mobile ban program: our institution Mahila Mahavidyalaya Godda has organized a program to ban on mobile in classes to the students. The motto of this program is to prevent the radiation emitted from mobile and feel healthy.

Cancer awakening program: In the year 2019-20, a seminar was organized to awaken the people about cancer. Many students spread the message in society to know of it and suggested the ways and behavior to be adopted.

Priority: The institute, MMG is conscious to provide the priority for the students who come from lower and backward family. In some extent, students are given relief in form filling up. The institute runs NSS program with four units having 400 hundred participants conducted by four teachers in which people are awakened of sanitation and hygiene at rural and urban level. MMG provides education with respect to time and produces competitive environment.

Campus Sanitation program : the institute MMG has maintained campus neat and clean through campus sanitation program run by NSS on time to time.

Tree plantation program: the institute MMG runs a program headed by NSS. Several trees have been planted in the year which grow in the campus. Our NSS team visit to villages and spread the message of tree plantation and its importance in environment and ecosystem. The Institute MMG, constantly maintains each and every program monitored by various respondents to connect as far as possible.

8. Future Plans of action for next academic year (500 words)

The institute, MMG has organized a meeting of IQAC with all faculty members, teaching, nonteaching staffs and stake holders to enrich the institute in the next academic year. The members focused on the following major points to be completed in the forth coming year as far as possible:

- *1. To produce competitive environment.
- 2. To justify the result during the academic year.
- 3. To encourage the backward children
- 4. To create skill development.
- 5. To link in sport competition.
- 6. Renovation of infrastructure

Our institution is committed to the duty as far as possible. We have to analysis and justify the earlier steps taken in the beginning of the session as well as deliberate the outcomes. Renovation of infrastructure: our institute, MMG is an affiliated unit under SKMU, Dumka. It faces financial problems at each and every decision making policy. It is given some 'grant adds ' by state government annually of which 10% is used in development work. This 10% amount is to be used in renovation of infrastructure. MMG is committed to implement the decisions and initiatives taken to develop the infrastructure as far as possible.

Without financial support by the government the institute faces several remarkable difficulties to follow and implement all the factors in the institute. The institute has the future plan primarily aiming at scaling the intellectual environment. It includes how to induct a better quality of student faculty and intellectual output. The faculty is involved in actively performing betterment in the emerging areas-social media, design thinking and creativity. The institute, MMG plans to host a set of state level conference in the upcoming year. It is to address the requirement of better quality of students' focus will be on admission.

Name Dr. Brajesh Mishra

Name Smt Kiran Chaudhary

Sd

Sd/

Brajesh Mishra

Kiran Chaudhary

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

8. Abbreviations

Annexure I

MMG – Mahila Maha Vidyalaya Godda
AQAR-ANNUAL QUALITY ASSURANCE CELL
SSS –student satisfaction survey
NEP- New education Policy
NSS-National Service scheme
NCC – National Cadet core
ECP- Extended contact Programme
EPC- Enhancement of Professional Competency
CAS - Career Advancement Scheme
CAT - Common Admission Test
CBCS - Choice Based Credit System
CE - Centre for Excellence
COP - Career Oriented Programme
CPE - College with Potential for Excellence
DPE - Department with Potential for Excellence
GATE - Graduate Aptitude Test
NET - National Eligibility Test
PEI - Physical Education Institution
SAP - Special Assistance Programme
SF - Self Financing
SLET - State Level Eligibility Test
ICT-Information communication Technology
TEI - Teacher Education Institution

Annexure II

Academic Calendar

MAHILA COLLEGE, GODDA Academic Calendar for the Month of March 19 to Feb 20

Working Days

Holidays

Months	Vacation Deptt.	Days	Non- Vacation Deptt.	Days	Vacation Deptt.	Days	Non- Vacation Deptt.	Days	Remarks
Nov'19	6-9=04 13,14,16=03 18-23=06 25-30=06	19	6-9=04 13,14,16=03 18-23=06 25-30=06	19	11,12,15	03	1-2=02 4-5=02 11,12,15=03	07	
Dec'19	2-7=06 9-14=06 16-21=06 23=01	19	2-7=06 9-14=06 16-21=06 23=01	19	24-31	07	24-31	07	
Jan'20	3-4=02 6-9=04 16-18=03 20,24,25=03 27-31=04	16	3-4=02 6-9=04 16-18=03 20,24,25=03 27-31=04	16	1,2,10,11=04 13-15=03 21-23=03 30=01	11	1,2,10,11=04 13-15=03 21-23=03 30=01	11	
Feb'20	1,3-8=06 10-15=06 17-20=04 22=01 24-29=06	23	1,3-8=06 10-15=06 17-20=04 22=01 24-29=06	23	21	01	21	01	

Anu itary
 Prof-in-Charge 18.11.2020
 Mahila Mahavidyalaya, Godda Charge
18/11/20
Mahila College Godda

ANNEXURE III

AUDIT REPORT



Rajiv Ranjan & Associates
CHARTERED ACCOUNTANTS

H. O. : 1st Floor, Grand Chandra Premises, Near C.P. Thakur Mkt. Complex, Fraser Road; Patna - 1 (BIHAR),
Phone/Fax - 0612-2332140 (O)

B. O. : • DELHI • NOIDA • KOLKATA • DUMKA

UTILISATION CERTIFICATE

Letter No./Date.	Amount
Received from Higher Technical Education & Skill Development Department, Ranchi (Jharkhand) Through NEFT dt.15/09/2020.	36,00,000.00
Total Rs.	36,00,000.00

Certified that Grant-in-Aid of Rs
36,00,000.00 (Rupees Thirty six lacs) only
sanctioned in favour of "MAHILA COLLEGE
GODDA [JHARKHAND]" and out of Unspent
Balance of Rs. 101441.00; Grant in Aid of
Rs. 36,00,000.00 and Bank Interest of Rs.
6908.00 (i.e. Total of Rs. 3708349.00), an
amount of Rs. 36,00,000.00 has been
utilized for payment of salary to Teaching &
Non-teaching staff and balance amount of
Rs. 108349.00 remaining unutilized will be
utilized/adjusted during next period

For RAJIV RANJAN & ASSOCIATES
CHARTERED ACCOUNTANTS



[KUNAL KR. JHA]
PARTNER

Membership No. 516948
UDIN - 20516948AAAAGX2258

PLACE: DUMKA
DATE: 11/11/2020

Attested
Amey
18.11.2020
Prof. in Charge
Mahila College Godda
28/9
18/11/20

MAHILA COLLEGE : GODDA

Receipts & Payments Account in connection with Grant-in-Aid received from Higher Technical Education
& Skill Development Department, Ranchi (Jharkhand) for the period from 09.08.2019 to 13.10.2020

RECEIPTS	AMOUNT	PAYMENTS	AMOUNT
To, <u>Opening Balance</u> (As per last account)	101,441.00	By, <u>Salary to</u> Teaching & Non-Teaching staff	3,600,000.00
Grant-in-Aid (Received from Higher Technical Education & Skill Development Department Ranchi through NEFT dt. 15.09.2020	3,600,000.00	<u>Closing Balance</u> (As per book)	108,349.00
Interest from Bank	6,908.00		
TOTAL RS.	3,708,349.00	TOTAL RS.	3,708,349.00

As per our report of even date
For RAJIV RANJAN & ASSOCIATES
CHARTERED ACCOUNTANTS

[KUNAL KR. JHA]

PARTNER

M.No 516948

UDIN-20516948AAAAGX2258

PLACE: DUMKA
DATE : 11/11/2020

Attested
18/11/2020
Pr. in- Charge
Godde
8/12
18/11/20



Rajiv Ranjan & Associates
CHARTERED ACCOUNTANTS

H. O. : 1st Floor, Grand Chandra Premises, Near C.P. Thakur Mkt. Complex, Fraser Road, Patna - 1 (BIHAR).
Phone/Fax - 0612-2332140 (O)

B. O. : • DELHI • NOIDA • KOLKATA • DUMKA

AUDITORS REPORT :

We have examined the attached Receipts & Payments Account of "MAHILA COLLEGE: GODDA [JHARKHAND] in connection with Grant-in-Aid received from Higher Technical Education & Skill Development Department, Ranchi (Jharkhand) for the period from 09.08.2019 to 13.10.2020 with the books of account and other relevant papers produced before us and subject to our observations noted below, we have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purpose of our audit and that the statement of account is in agreement with the books of account which were produced for our verification.

OBSERVATIONS :

1. Books of Accounts has been maintained on cash basis in single entry system.
2. The Salary calculation of Teaching and Non-teaching staff has not been verified with respect to scale/increment of each individual staff.
3. Sanction letter from Higher Technical Education & Skill Development Department, Ranchi (Jharkhand) were not produced before us for our verification.

PLACE: DUMKA
DATE 11/11/2020



Membership No. 516948
UDIN - 20516948AAAAGX2258

Attested
Amu
19.11.2020
Prof. in Charge
Mailla College Godda
8/11/20