YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution   PARIMAL MITRA SMRITI MAHAVIDYALAYA

- Name of the Head of the institution   Prof. Nandita Mukherjee

- Designation   Principal (in-charge)

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   03562255212

- Mobile No: 9434340495

- Registered e-mail   pmsm1985@gmail.com

- Alternate e-mail   iqacpmsm1985@gmail.com

- Address   Parimal Mitra Smriti Mahavidyalaya, Near Songachi Tea Garden, P.O. Mal, Dist. Jalpaiguri 735221

- City/Town   Mal

- State/UT   West Bengal

- Pin Code   735221

2.Institutional status

- Type of Institution   Co-education

- Location   Rural

- Financial Status

  UGC 2f and 12(B)

- Name of the Affiliating University

  North Bengal University

- Name of the IQAC Coordinator

  Dr. Jaya Adhikary

- Phone No.

  03562255212

- Alternate phone No.

  9434217270

- Mobile

  7384431758

- IQAC e-mail address

  iqacpmsm1985@gmail.com

- Alternate e-mail address

  pmsm1985@gmail.com

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

http://www.pmsm.org.in/admin/upload/iqac/IQAC25.pdf

4.Whether Academic Calendar prepared during the year?

Yes

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

  http://www.pmsm.org.in/admin/upload/iqac/IQAC6.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C**	**1.8**	**2016**	**04/11/2016**	**04/11/2021**

6.Date of Establishment of IQAC   **10/07/2015**

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
Nil	**00**	**00**	**00**	**00**

8.Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

  View File

9.No. of IQAC meetings held during the year   **2**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report   [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)

? Masks, sanitizers and dry food have been distributed amongst the local community on 1.10.20 ? Department of Political Science collaborated with the Department of Political Science and the Department of History, Maynaguri College for a Two-day International Webinar on 'Pandemic Realities: Emerging Issues and Perspectives'. Duration: 17-18 August, 2020 ? Career Counselling and Anti-Addiction Awareness Programme organized in collaboration with Matiali Police Station 19.1.21

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
Sanitization of the entire building with special focus on the Science building which has served as Safe House during the lockdown period	Entire college building has been sanitized
Relief work to be done for the local community	Masks, sanitizers and dry food have been distributed amongst the local community on 1.10.20
Webinar to be organized on the Pandemic situation	Department of Political Science collaborated with the Department of Political Science and the Department of History, Maynaguri College for a Two-day International Webinar on 'Pandemic Realities: Emerging Issues and Perspectives'. Duration: 17-18 August, 2020
Career Counselling and Anti-Addiction Awareness Programme to be organized	Career Counselling and Anti-Addiction Awareness Programme organized in collaboration with Matiali Police Station 19.1.21

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

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	PARIMAL MITRA SMRITI MAHAVIDYALAYA
• Name of the Head of the institution	Prof. Nandita Mukherjee
• Designation	Principal (in-charge)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03562255212
• Mobile No:	9434340495
• Registered e-mail	pmsm1985@gmail.com
• Alternate e-mail	iqacpmsm1985@gmail.com
• Address	Parimal Mitra Smriti Mahavidyalaya, Near Songachi Tea Garden, P.O. Mal, Dist. Jalpaiguri 735221
• City/Town	Mal
• State/UT	West Bengal
• Pin Code	735221
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	North Bengal University
• Name of the IQAC Coordinator	Dr. Jaya Adhikary

• Phone No.	**03562255212**
• Alternate phone No.	**9434217270**
• Mobile	**7384431758**
• IQAC e-mail address	**iqacpmsm1985@gmail.com**
• Alternate e-mail address	**pmsm1985@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.pmsm.org.in/admin/upload/iqac/IQAC25.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.pmsm.org.in/admin/upload/iqac/IQAC6.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C**	**1.8**	**2016**	**04/11/2016**	**04/11/2021**

6.Date of Establishment of IQAC	**10/07/2015**

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
Nil	**00**	**00**	**00**	**00**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	**2**
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**

• If No, please upload the minutes of the meeting(s) and Action Taken Report	<u>View File</u>	
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)

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Career Counselling and Anti-Addiction Awareness Programme to be organized	Career Counselling and Anti-Addiction Awareness Programme organized in collaboration with Matiali Police Station 19.1.21

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022	28/02/2022

15. Multidisciplinary / interdisciplinary

16. Academic bank of credits (ABC):

17.Skill development:	
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):	
20.Distance education/online education:	
Our college at present is the study centre of two premier Universities providing distance education: Indira Gandhi National Open University (IGNOU) and Netaji Subhas Open University (NSOU). These study centres have been extremely beneficial for the people of the locality who find in our college a hub offering a wide range of courses beyond the regular curriculum based activities. The offline classes for these study centres that have taken place twice a week on the college campus after the regular classes in the earlier years, have commenced during the pandemic on the virtual platform. The master routine for the online classes of our college has been prepared as per the decisions in the teachers' council meeting carried out on Google Meet. It has been next uploaded on the college website and PMS Mahavidyalaya App and the classes have commenced accordingly. After overcoming the initial shock of the unprecedented closure of educational institution, we have endeavoured to carry out our activities nonetheless, thanks to the technological era we live in.	

Extended Profile

1.Programme

1.1   **15**

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

File Description	Documents
Data Template	[View File]

2.Student

2.1 **2303**

Number of students during the year

File Description	Documents
Data Template	[View File]

2.2 **1188**

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 **1518**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File]

3.Academic

3.1 **25**

Number of full time teachers during the year

File Description	Documents
Data Template	[View File]

3.2 **00**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**15**

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

2.Student

2.1 Number of students during the year	**2303**

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

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1188**

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

2.3 Number of outgoing/ final year students during the year	**1518**

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

3.Academic

3.1 Number of full time teachers during the year	**25**

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

3.2 Number of Sanctioned posts during the year		00

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1 Total number of Classrooms and Seminar halls	34
4.2 Total expenditure excluding salary during the year (INR in lakhs)	1859413
4.3 Total number of computers on campus for academic purposes	6

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

Detailed information of the college, courses offered, objectives and achievements are available on the college website and also on PMS Mahavidyalaya App. The online admission portal provides the new entrants with all relevant information. For timely and effective dissemination of the curriculum framed by the Under Graduate Council the Academic Sub-Committee of the college prepares an Academic calendar which is uploaded on the college website. The essential aspects of teaching-learning process are discussed at the Teachers' Council meetings which were held on the virtual platform during the lockdown period. The master routine prepared in due consultation with the different departments is uploaded on the website. In case of any queries or difficulties with regard to the framed curriculum, the voice of the college is carried forward by the departmental representations on the Board of Studies. The usual offline classes and means of evaluation of students being held at bay, the teachers have resorted to different e-learning methods, viz.

online lectures, uploading study materials, power point presentations and arranged student webinars to make the process interactive and interesting.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://www.pmsm.org.in/admin/upload/iqac/IQAC40.pdf

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

The Academic Sub-Committee prepares an academic calendar that highlighted the working days and examination days as planned at the commencement of the academic session which is uploaded on the website of the college. The invasion of the pandemic and consequent shut down of the educational institutions reversed the whole situation for us and made the academic calendar seem apparently irrelevant. However, the enforced confinement at home also enabled us to increase the teaching days and reach out to our students after overcoming the initial shock of the situation. The University examination also had got delayed during this time. On the whole, the syllabus was adequately taken care of and the progress of the students monitored through projects, student seminars before they sit for the University examination.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	http://www.pmsm.org.in/admin/upload/iqac/IQAC6.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	**B. Any 3 of the above**

programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	

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

1.2 - Academic Flexibility

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

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

5

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
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)

00

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

00

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

00

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 Curriculum framed by the Under Graduate Council that is followed by the institution as an affiliated college is rather extensive and incorporates some relevant, pressing issues of the times. Environmental Studies is a compulsory subject taught at the ----- semester that seeks to make the students aware of the need for sustainable development and the means to combat environmental degradation. With the Environmental science and Geography teachers at the helm we have started a solid waste management project to keep our campus eco-friendly. Ethics is an integral part of the syllabus of Philosophy which deals with ----- Such topics promote the growth of moral, ethical values in our students. In addition to incorporating seminal texts by women writers, the English syllabus has a separate paper DSE that deals with literary theories, the foremost amongst which is Feminism. In Political Science GE paper there is a section on Feminism: Theory and Practice for both Prog. and Hons. course

File Description	Documents
Any additional information	**No File Uploaded**
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

2

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

00

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

1.4 - Feedback System

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

2641

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

1465

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

2.2 - Catering to Student Diversity

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

Situated in a tribal belt and the only college within a radius of 30 Km, ours is a mixed community of students, many of whom are first generation learners, coming from the backward sections of the society. Keeping them in mind we try to follow a blended mode of teaching in the classroom, mixing the traditional mode of giving lectures and board work with the use of ICT tools and the smart classroom. Special coaching is given to the backward students in addition to the regular classes where the teachers reach out to them on a personal level and address their psycho-social needs besides the academic ones. By encouraging the students to participate in the student seminars, sports and different cultural activities the institution helps them to overcome their initial hesitation and emerge as confident individuals who can make their presence felt in the big, wide world.

[The institution identifies and responds to special educational needs of advanced

Learners through some attainable measures. Teachers in respective department do these jobs grooming the students for the razor-edge competitive market. This is done through Unit Test, Group Discussion, Competitions and the like. In this way the advanced students are motivated. They are encouraged in having extra book facilities. This pays greater dividends in the end.]

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
2303	25

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

As primary stakeholders, the students have been pivotal so far as teaching learning process is concerned. We try to mould ourselves accordingly to cater to their needs. Our primary objective is to engage the attention of the students and make them think on their own. Through group discussions, student seminars we make education interactive and interesting. The students are able to develop their power of logical reasoning and articulation. They are given case –studies to work upon that not only sharpens their comprehension of the particular subject but also prepares them to meet life's challenges in the days ahead. The educational excursions, field works bring a breath of fresh air as the students move out of the confines of the classroom and are duly enriched by their experiences. This reflects on the reports they submit on returning to college. The student-centric learning and an ambience conducive to the same is thus created for a harmonious development of our students' personality.

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

The arrival of Information and Communication Technology (ICT) has revolutionized the process of teaching. It has opened up new avenues of accumulating and disseminating knowledge that can no longer be ignored in the best interests of all. We accordingly have moved with the times and embraced this new medium of education. As of now we have one smart classroom. The

availability of LCD Projector and laptop enables us to take recourse to PPT while teaching and organize seminars, conferences at national, international levels in our conference hall. We are trying to augment these resources gradually to enable more ICT classes simultaneously. This year offline classes were disabled during the lockdown phase. We resorted to online classes and consequently could not make use of the resources in our campus.

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

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

2.3.3.1 - Number of mentors

25

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

2.4 - Teacher Profile and Quality

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

25

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

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

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

16

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

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.

Besides the class tests and assignments given by the individual teachers as per their discretion, the college conducts midterm and annual tests in order to gauge the progress of the students and to prepare them for the University examinations. The evaluated answer scripts are shown to the students and their defects are pointed out. The guardians of the students who perform poorly are consulted to sort out the problem. However, the lockdown phase during the pandemic times has interfered with such regular offline activities. We have tried to combat the situation by conducting interactive sessions with the students and giving them assignments based on our online teaching. North Bengal University, too to which our college is affiliated had initially postponed the regular examination and conducted an assignment based examination during this period. We have thus assessed the progress of our students during the lockdown period.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	**Nil**

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

In the normal, pre-pandemic times we have taken written examinations of our students at college level, evaluated them meticulously and shown then the answer scripts, pointing out the defects. The lockdown period disabled our offline activities and we have tried our level best to evaluate our students and discuss their performance with them, maintaining thereby a transparency in the whole process. We have given them assignments which have been examined thoroughly and have been discussed in the next online interactive session. The queries of the students related to their marks obtained have been patiently addressed in the light of their performance. Thus we have pointed out their defects and motivated them towards better performance in the forthcoming University examination leaving no room for any unaddressed query, or grievance from the students' end.

File Description	Documents
Any additional information	[View File]
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 college offers eight core course and six program course to the students. During the admission process the students are briefed about the subject choices and the future scopes. Syllabus and the course outcomes corresponding to each subject are discussed by respective departmental faculties at the beginning of the academic session. Newly admitted students are briefed about course outcomes and scope of the syllabus in the introductory classes. Particular attention is given towards developing fundamental concepts, sharpening their analytical and problem solving skills so as to enhance their employability prospects. During the commencement of each unit and after the completion of the unit, the course outcomes are reviewed.

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

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

Through different student seminars, assignments, group discussions and written tests the progress of the students are monitored. This helps the faculty members to get an idea of the level of attainment of the outcomes of the different programs and courses at the end of a particular semester. Besides, the involvement of the students in different extension activities is the ultimate reflection of their holistic development that each program and the courses offered endeavour to bring about in their own way.

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

1462

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	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

http://www.pmsm.org.in/admin/upload/iqac/IQAC47.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
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

00

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

00

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

3.2 - Research Publications and Awards

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

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

13

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

10

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

Describe the impact of extension activities in sensitizing students to social issues and holistic development within a maximum of 200 words.

We are committed towards nurturing our students as wholesome, conscientious human beings who feel oneness and a natural responsibility towards their community. The importance of extension activities in the neighbourhood in this regard cannot be overstated. Every year we try to engage our students in such extension outreach programmes which instill a feeling of social service and strengthen their rootedness to their community. Such

extension activities are an integral part of education of our country's youth.

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

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

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

00

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	<u>View File</u>
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

2

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

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

105

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

3.4 - Collaboration

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

00

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

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

00

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

As an educational institution it is our bounden duty to provide adequate infrastructure and physical facilities to the dense population of our students. The monitoring and augmentation of the same has been our constant endeavor. As of now the sprawling campus of our college accommodates thirty two classrooms and two seminar halls out of which one is a smart room. We have an LCD projector and Laptop which enable ICT equipped classes and have facilitated our organization of seminars of national and international level over the years. We have a separate building for the Science stream while the Humanities and Commerce classes take place in the main building of our college. The furnishing of the laboratories of Science departments is under way, out of which Botany and Geography laboratories have been adequately equipped by now. The stocks of the Central library and the Departmental libraries are regularly monitored and updated. Besides purchasing books, renewing subscription to NLIST and the print journals, photocopy facility is available at the Central library.

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

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

We encourage students' participation in different events to bring about their harmonious development. The spacious sports field enables successful arrangement of the Annual Athletic Meet. We have goalpost bars and a sports room where different sports equipments are kept and maintained. We have provisions for playing outdoor as well as indoor games, namely badminton and carom. Different cultural events are held on the spacious college ground. Students participate in all these in large numbers. We have a spacious hall with a stage set with podium and microphone facilities for arranging cultural programs indoors. The college has its own set of musical instruments like harmonium, table and guitar which facilitates spontaneous arrangement of cultural events round the year.

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

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

2

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

2

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)

1418378

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

4.2 - Library as a Learning Resource

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

The Central Library of the college is partially automated with KOHA software version 3.18.03, since the year 2015. The Library has two computers with internet facility. The bandwidth of internet connection is 125 MBPS. The Central library subscribes to e-journal, namely NLIST whose access is greatly beneficial for academic exercise of the institution. The Pandemic has underlined all the more the importance of digital resources in the present era. We are working towards complete automation of the library and look forward to completion of the procedure in the coming year.

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

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

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

57791

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

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

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

00

File Description	Documents
Any additional information	**No File Uploaded**
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 advancement in Information Technology has revolutionized the system of education and has opened up new avenues to access resources across the globe. Our college likewise has embraced the same while preparing the students for the big, wide world. As of now, we have twenty computers, out of which ten have

internet connection with speed 125 MBPS. We have started a computer lab in our college with six computers. We have one smart classroom. We have a projector and laptop which enables ICT equipped classes and arrangement of seminars of national and international level. Wi-Fi facilities are available in our college since October 4, 2016. There was a persistent demand from the students for an easier access to all the important notices of the college despite the existence of the college notice board and the website. We realized the need for a college app that will bring all details together. PMS Mahavidyalaya App was launched on June 6, 2019. The Galaxy It Station created the App. The App containing subsections: Website, NBU Course, College staff, Syllabus, Notice, and the like, is a comprehensive assemblage of information related to the college. it is regularly monitored and updated by the college authority.

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

4.3.2 - Number of Computers

22

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	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic

support facilities) excluding salary component during the year (INR in Lakhs)

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

291832

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

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

The college in its sprawling campus has spacious classrooms. One smart classroom and the presence of projector and Wi-Fi facility enable the teachers to take recourse to ICT methods while teaching. We are trying to augment these resources gradually to enable more ICT classes simultaneously. The Central library along with the Departmental libraries, are monitored and updated at regular intervals to accommodate the needs of the students and the faculty members. The furnishing of the laboratories of the newly introduced science stream is under way. As of now the Botany and Geography laboratories are adequately equipped. The spacious sports field enables successful arrangement of the Annual Athletic Meet where the students participate in large numbers. We have a sports room where the equipments are kept and maintained.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

Government during the year

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

621

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

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

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

2303

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

00

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

00

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	[View File](#)
Details of student grievances including sexual harassment and ragging cases	[View File](#)

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

00

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

00

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

1

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.

00

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

Describe the students' representation and engagement in various administrative, co-curricular and extracurricular activities within a maximum of 200 words

The election of the Students' Council has been postponed until further notification as per Govt. order. Since then a caretaker students' union is present as an unofficial, purely temporary stopgap measure. In such a situation they have no representation in the Governing Body of the college right now. But that does

not deter them from taking active part in different cultural activities like the Fresher's Welcome and the College Social on the campus. They organize the Teachers' Day and shoulder the responsibility of the Saraswati Puja with religious devotion. They publishe the annual issue of the college magazine 'Prasfuran'. However, the lockdown necessitated by the pandemic has halted their usual activities this year.

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

3

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

5.4 - Alumni Engagement

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

On February 16, 2016 the Alumni Association of the college has been registered vide no. 61311 of 2016-2017 in presence of then Principal of the college, Dr. Uma Maji, NAAC Coordinator Prof. Basudev Paul, and teachers: Dr. Jaya Adhikary, Dr. Dibyendu Dasgupta and Arpita Dasgupta were present. The registration has been renewed subsequently as the Alumni Association initially constituted with eleven members has increased its strength to

thirty one. [last year's figure] The office bearers are as follows:

President : Pranay Pradhan

Secretary - Atit Thapa

Joint Secretary - Amit Mandal

Treasurer - Prashant Pradhan

Joint Treasurer - Sharmistha Ghosh

The Alumni association holds meetings at regular intervals to chalk out their constructive activities in the best interests of the college. They come to the college on different occasions and actively participate in the activities. They have organized workshops on skill development and job-oriented courses for the students in the bygone years. But the pandemic and the consequent shutdown of the offline activities disabled any new ventures this year.

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	<u>View File</u>

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

To transform our college through the higher trajectory of ground breaking technology into an altar of higher educational

institute has been our visionary goal. We are mission bound to make a difference in the lives of the local community and equip our students in accordance with the changing times. Towards that end, we seek to present a reasonable, accountable, transparent and participatory management system. The Governing Body and the IQAC are the two core teams that chart and execute the way forward for the institution. The Head of the Institution coordinates between them. The Secretary of the Teachers' Council initiates the formation of different committees at the beginning of each year at several levels that take care of different activities of the institution. Through the meetings conducted mostly online this year, the members coordinate and chalk out the way forward of the institution despite the trying times.

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.

Much of this year has been spent indoors owing to the prolonged lockdown necessitated by the pandemic. Just as the faculty has tried to reach out to the local community, so have the students out of their own accord. The NCC cadets college have arranged covid awareness programme in their neighbourhood. They have made posters, spoken about the dire need of maintaining the covid protocols and have voluntarily reached out to the people in need. It is very heartwarming to see our young students growing into conscientious human beings morally committed to their society. Despite being away from their common meeting place at the institution during the lockdown phase and unable to engage in any concerted activity together, their individual attempts in their own locality makes us look forward to the light at the end of the dark tunnel.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The pandemic has completely overturned our normal lives with telling impact on human psyche. The key in such a situation has been to remain focused on our goal as an educational institution and carry on our usual activities as normally as feasible. The virtual platform has surfaced as a vital meeting ground for all of us in such times. On August 17 and 18, 2020 the Department of Political Science of our college collaborated with the Departments of Political Science and History, Maynaguri College for a Two-day International Webinar on 'Pandemic Realities: Emerging Issues and Perspectives'. The webinar tackled the raging problem from diverse angles and also brought us together across the globe in times of isolation and loneliness. It brought us back to our academic environment, duly enlightened us and made us stronger through this great human bond against calamity.

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

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

The Governing Body and the IQAC are the two core teams that chart and execute the way forward for the institution. The Head of the Institution coordinates between them. The internal organizational structure and decision making processes lie with the Teacher-in-charge and all administrative and financial powers percolate down to the lower rung of the college. The Secretary of the Teachers' Council initiates the formation of different committees at the beginning of each year at several levels that take care of different activities of the institution. Departmental Heads and In charge of various wings are also a part of the decision making process. There is a service book committee which prepares and updates the service book of the permanent employees of the college. As an affiliated college our institution is guided by the statute of the

University of North Bengal. The teachers on substantive posts are appointed as per the recommendations of the College Service Commission and their subsequent promotion proceeds in conformity with the Career Advancement Scheme stipulated by the University Grants Commission.

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

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

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

6.3 - Faculty Empowerment Strategies

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

The institution arranges free health checkupfor its employees once a year.

During Covid, free Covid vaccinationwas provided toteaching and non-teaching staff.

During Covid, casual non-teaching employees wereprovided with food packets.

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

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

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

00

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

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

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

00

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	[View File](#)
Reports of Academic Staff College or similar centers	[View File](#)
Upload any additional information	[View File](#)
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

4

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

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

The IQAC in consultation with the head of the institution charts out the duties of the faculty and regularly monitors the performance of the same. We do not have a structured format

pertaining to the performance appraisal system.

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

6.4 - Financial Management and Resource Mobilization

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

The institution performs regular internal and external audit. The external audit is conducted by an auditor appointed by the Government of West Bengal.

The name of the Audit Firm is recommended by the the Director of Public Instruction, Government of West Bengal.

Theaudit for the financial year 2020-2021is still now pending.

Any kind of objection raised are setteled down through the decision taken in the meeting of the Governing Body of the college.

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

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

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

00

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

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

The college is situated in a tribal constituencyand near about 40% of students belong to scheduled tribe community. The institution approached the Tribal Development Department to construct a Hostel for Girls (SC & ST) on the college land. The said department has complied with our request and the construction is going on.

On request of local Police Management, NCC cadets volunteers in local programs such as traffic control, crowd management during various Pujas.

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

As a result of the initiatives taken by IQAC the following practices have become institutionalized:

1.) We have a natural commitment to the local community. Over the years, IQAC has made it customary to engage in some activities directed towards community welfare. This year the science building of our college has served as safe house during the pandemic. The faculty members have distributed dry food, masks, and medicines amongst the local people.

2.) As an educational institution it is our bounden duty to equip our students for a promising, meaningful life. Thus we regularly organize workshops or special lectures by motivational speakers. This year IPS officer Sri Sujit Lama conducted an interactive and informative session with our students as a part of our Career Counseling and Anti-Addiction Awareness Programme.

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

IQAC monitors and acts accordingly to keep the teaching learning process in our college at par with the changing times. Two such endeavors are as follows:

More than dissemination of education from a superior vantage point, the teachers now are primarily mentors who assist the students in their journey forward. In our institution we abide by this principle. We provide special tutoring to the weak students besides the regular classes and provide the advanced learners the extra resources they need to excel. Besides the academic requirements, we try to mentor them on a personal level and address their psycho-social needs.

The ICT tools are now an integral part of education. We have accordingly taken recourse to these modern methods while reaching out to our students. We now have one smart classroom in addition to LCD projector and laptop and have also introduced a computer lab in our college. However, keeping in mind the diverse composition of our students, many of whom are first generation learners, we try to follow a blended mode of teaching in the classroom, mixing the traditional mode of giving lectures and board work with the use of ICT tools.

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://www.pmsm.org.in/admin/upload/iqac/IQAC26.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)	**No File Uploaded**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

As a co-educational institution we try to instill in our students a feeling of mutual respect and amity for each other. Gender equity is a basic step in this regard. We have a women's cell that caters to the needs of the female students. We have a Girls' Common room with a lady attendant for them. We have constructed a separate block for Girls toilet. We have started talks with prospective sellers for installing a sanitary napkin vending machine in our college. It is all set to be installed

from the next session. We are committed to providing a safe, healthy environment in our college for the girls and have zero tolerance for any act of gender discrimination or abuse whatsoever.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

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

Previouis year we hadstarted a mechanism of solid waste management. However, most of this year being consumed by the lockdown enforced during the pandemic, we could not proceed with the Solid waste management iniciatives this year.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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**	**B. Any 3 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and	**E. None of the above**

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

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

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	<u>View File</u>
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).

Our college is located in western Dooars which is a beautiful melting pot of people from different religious, cultural, linguistic backgrounds. In short, it is a microcosm of India whose basic motto since times immemorial has been unity in diversity. Our institution accordingly is committed towards providing an inclusive environment for all its children. The different cultural programs in our college provide a wonderful platform for cultural exchange. We regularly observe International Mother Language Day when the faculty members and the students open up and perform in their mother language. Malbazar where our college is located observes different religious festivals where people from all religious backgrounds participate. We instill in our students a similar feeling of oneness while mentoring them and prompting their participation on different occasions. There are sectional holidays for people from different communities whose festivals are enjoyed by all. Ours is a peaceful area so far where we have thankfully not witnessed any sectional unrest. Besides, there is a students' welfare fund in our college for the economically disadvantaged students. Thus we attempt to cater to the needs of all and provide a harmonious, peaceful, inclusive environment in our college.

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

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

As an educational institution we are naturally committed to instill in our students the basic human values and bring about their holistic development. We organize blood donation camps which instill in them a feeling of commitment towards their community and generate a passion for social service. The prolonged lockdown during this year has interfered with our regular activities. The science building has served as safe house for the covid infected patients during the lockdown

period. We have gone to the nearby Tea Estate and distributed masks, sanitizers, dry food and vitamin C medicine amongst the local people. A very small attempt in face of the gnawing need of the times, it nonetheless made us feel blessed as we bonded with the local people. Our NCC cadets have out of their own accord carried out covid awareness programme in their own locality. It is indeed heartwarming to see that our young students are blossoming into conscientious human beings with ingrained moral, human values. Our NCC cadets have collaborated with the Mal Police station in controlling the heavy traffic during Durga Puja festivities. Through such measures the institution tries to promote a feeling of national integration, shape its students and employees as responsible citizens of a progressing nation.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	D. Any 1 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

The institution observes the days of national and international significance round the year with full participation of the faculty and students. The pandemic has grossly disrupted our regular commemorations this year. However, on the virtual platform we have observed the birthday of Nobel laureate Rabindranath Tagore and performed Yoga at home on the National Day of Yoga

It has been very heartening to meet each other, though on the virtual platform after a long time.

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

7.2 - Best Practices

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

Relief Work for Local Community

Career counselling and anti-addiction campaign

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

Promotion of Communitarian Values

United we stand. This is a motto we sincerely believe in and have re-imbibed in the pandemic times. In the days of quarantine and social distancing, we could not stay aloof. The science building in our sprawling college campus has served as safe house for the infected patients. We have visited the nearby Songachi Tea Estate and distributed masks, sanitizers, dry food and vitamin C medicine amongst the local people. Our students in their own way have come forward to spread awareness amongst the local people about the covid protocols. We know the journey has only begun; our efforts are nothing comparable to the gnawing needs of the times. But we feel blessed to reach out and bond with the local community, more so when we see our young students following suit.

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

1. To install a sanatary napkin Vending machine.

2. To develop a mechanism of rain water harvesting.

3. To installSolar panel.

4. To complete the furnishing of Chemistry and Zoology Laboratories.