



Yearly Status Report - 2017-2018

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	PARIMAL MITRA SMRITI MAHAVIDYALAYA
Name of the head of the Institution	Dr. Uma Majhi
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03562255212
Mobile no.	9832446388
Registered Email	pmsm1985@gmail.com
Alternate Email	mukherjee_nandita@yahoo.com
Address	Parimal Mitra Smriti Mahavidyalaya, Near Songachi Tea Garden, P.O. Mal, Dist., Jalpaiguri - 735221
City/Town	Mal
State/UT	West Bengal
Pincode	735221

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Seshadri Prosad Bose
Phone no/Alternate Phone no.	03562255212
Mobile no.	9434151863
Registered Email	iqacpmsm1985@gmail.com
Alternate Email	pmsm1985@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.pmsm.org.in/admin/upload/Notice10.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.pmsm.org.in/admin/upload/iqac/IQAC3.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C	1.8	2016	04-Nov-2016	04-Nov-2021

6. Date of Establishment of IQAC	10-Jul-2015
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
A blood donation camp was	19-Sep-2017	307

organised on September 19, 2017	1	
Annual Cultural Competition	12-Dec-2017 1	522
International Mother Language Day Observation	21-Feb-2018 1	348
International Women	08-Mar-2018 1	309
Rabindra Jayanti Observation	09-May-2018 1	295

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	00	Nil	2018 00	0
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

4

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

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

1. A study center of Netaji Subhas Open University (NSOU) is established. 2. A Blood Donation Camp has been organized. 3. Two classrooms have been constructed. 4. Special coaching started for weak students. 5. Extension of CCTV surveillance has been arranged.

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

Plan of Action	Achievements/Outcomes
Construction of sufficient staff toilet	Staff toilet construction has started
Separate room for IQAC for smooth running of activities	Construction has started
To complete the setup of NSOU and arrange a separate room for the same	NSOU is functional. Construction for separate room has started
Special coaching to be given to weak students	Special classes have been started for weak students
Soil Testing to be done on the college campus and the college boundary wall to be constructed	Soil testing has been done and construction of boundary has started
Proper playground for proper training of our students so that they can excel in different competitions Playground to be prepared	Field repairing has started and goal post bar has been created. On that occasion footballs were distributed amongst the children of the neighbouring village
Well equipped laboratories for Science Departments are needed	Some laboratory equipment's have been purchased on August 24, 2017
Extension of CCTV surveillance on the college premises to be arranged	Extension of CCTV surveillance has started on our college premises
Smart classroom to be arranged	Smart classroom has been achieved.
More classrooms are needed	Two classrooms have been constructed on the vacant space at the roof of the Boys' Common Room.

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14. Whether AQAR was placed before statutory body ?

No

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

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2018

Date of Submission

28-Feb-2018

17. Does the Institution have Management Information System ?

No

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

Catering to a huge and diverse population of students in a predominantly tribal belt, the institution is committed towards nurturing them as educated, conscientious human beings with a promising future. As a first step towards that end, the college publishes a prospectus giving detailed information of the college, courses offered, objectives and achievements so far. 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. Both these are circulated amongst the stakeholders and uploaded on the college website for a wider reach. At the Teachers' Council meeting the essential aspects of teaching-learning process viz. Subject combinations, teacher: student ratio, adequate and furnished classrooms and the like, are discussed and resolutions taken are acted upon before the commencement of the classes. This reflects on the master routine that is prepared first and handed over to the Heads of the Departments for allotment of the classes to the teachers. The complete master routine is then walled up on the notice board and also uploaded on the website at the beginning of each academic session. 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 teachers prepare lesson plan in order to adhere to the academic calendar. They take go beyond the routine to take extra classes when required for timely completion of the syllabus. Besides the traditional classroom teaching they resort to different teaching modules viz, power point presentations, student seminars, educational excursions to make the process interactive and facilitate their understanding. The progress of the students is monitored through periodical assignments and written tests before they sit for the University examinations. Besides educating the students as per the stipulated curriculum, the college encourages them to participate in large numbers in sports, different cultural activities, seminars and workshops for a wholesome and harmonious development of their personality.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
00	00	Nil	00	00	00

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	Nil
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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	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	Nil	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

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
00	Nil	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Geography (Field Survey)	6
BA	History (Trip to a Heritage Site)	48
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	No
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained
<p>The departments conduct Parent teacher meeting at regular intervals where suggestions are invited directly from the guardians. The final year students are given a feedback form to fill in. There is also a suggestion and complaint box in the college for the students. These suggestions are examined with due importance and acted upon in the forthcoming sessions. The teachers try to arrive at a consensus from their varied opinions at the Teachers' Council meetings. The Governing Body meetings are the final platform where different stakeholders interact openly, monitor the progress and chalk out the actions needed for the overall development of the institution.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	General	2150	3650	1879
BA	Honours	521	1321	372
BCom	General	110	57	22

BCom	Honours	40	68	27
BSc	General	20	37	11
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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 fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	2311	0	17	0	0

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 (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
41	9	3	2	1	0

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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Situated in a tribal belt and the only college in many miles 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. 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.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2311	17	1:136

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
0	0	0	0	0

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	00	Nil	00

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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	Date of declaration of results of semester-end/ year- end examination
BA	General Honours	(111 system)	08/06/2018	10/09/2018
BCom	General, Honours	Nil	08/06/2018	10/09/2018

No file uploaded.

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 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.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Academic Sub-Committee prepared an academic calendar that highlighted the working days and examination days as planned at the commencement of the academic session. The session conducted smoothly in conformity with the calendar as per documented records.

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)

<https://collegedekho.com/colleges/connect-parimal-mitra-smriti-mahavidyalaya>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nil	BA	General	1095	513	46.85
Nil	BA	Honours	255	151	59.22
Nil	BCom	Honours	12	3	25
Nil	BCom	General	22	7	31.82

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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)

No Data Entered/Not Applicable !!!

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 year
Nil	00	00	Nil	Nil
No file uploaded.				

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
00	00	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
00	00	00	Nil	00
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
00	00	00	00	00	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
00	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	English	1	00
International	History	3	00
National	Nepali	2	00
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Bengali	3
Nepali	1

No file uploaded.

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Kalakshe tra Manipur's Staging of Mahasweta Devi's Draupadi: A Case study of an Alternative Dramaturgy	Arpita Dasgupta	Theatre International	2018	Nil	Parimal Mitra Smriti Mahavidyalaya	Nil
Partition and Refugees Penetration : A Changing Demography, Economy and Culture of Dhupguri in the post colonial period (1947-2011)	Swapan Kr. Bhowmick	International Journal of Creative Research Thoughts (IJCRT)	2018	Nil	Parimal Mitra Smriti Mahavidyalaya	Nil
Domihini, the First Railway in North Bengal Now Only A Memory: An Overview.	Swapan Kr. Bhowmick	Uttar Prasanga	2018	Nil	Parimal Mitra Smriti Mahavidyalaya	Nil
Ideologies, Strategies and Objectives of Various Rajbanshi Organizations	Debkumar Sengupta	Journal of Creative Research Thoughts (IJCRT)	2018	Nil	Parimal Mitra Smriti Mahavidyalaya	Nil

Relating to Kamtapur Movement: A Historical Exploration						
Aupanivesik Vimars habhitra Indra Sundasko 'Juneli Rekha' : Ek Adhdhyan'	Amir Darjee	Himalayan Research Journal	2017	Nil	Parimal Mitra Smriti Mahavidyalaya	Nil
Parajyan Siddhanta	Remika Thapa	Abhijan Journal, NBU	2018	Nil	Parimal Mitra Smriti Mahavidyalaya	Nil
Ouponibeshik Amole Paschim Duare Samanta Prothar Bibartan (1865-1947)	Sheshadri Prosad Bose	Kiratbhumi	2017	Nil	Parimal Mitra Smriti Mahavidyalaya	Nil
Asamiya Sahitye Dwijendralal	Tapati Saha	Bangabidya	2018	Nil	Parimal Mitra Smriti Mahavidyalaya	Nil
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
00	00	00	Nil	0	0	00
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	3	0	0
Presented papers	3	5	0	0
Resource persons	0	0	1	1
No file uploaded.				

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 participated in such activities	Number of students participated in such activities
District Sports Competition	Nimno Buniyadi Prathamik Vidyalaya in collaboration with SSK and Sarva Siksha Mission NCC unit associated with them	2	40
Disaster Management Program	Parimal Mitra Smriti Mahavidyalaya	22	267
Women's Development and Empowerment program	Parimal Mitra Smriti Mahavidyalaya	18	305
No file uploaded.			

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	Number of students Benefited
00	00	00	0
No file uploaded.			

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/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Thalassemia Detection camp	Parimal Mitra Smriti Mahavidyalaya in collaboration with Mal Social Welfare Organization	Blood collection and motivational camp	16	286
Safe Drive Save Life	Mal Police Station in collaboration with NCC unit, Parimal Mitra Smriti Mahavidyalaya	Traffic Awareness Programme	1	55
Blood Donation Camp	Parimal Mitra Smriti Mahavidyalaya in collaboration	Blood collection and motivational camp	22	307

	with Mal Sub Divisional Hospital			
AIDS Awareness Camp	Parimal Mitra Smriti Mahavidyalaya in collaboration with Jalpaiguri District Hospital	Lecture, PPT	19	244
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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
Oral lecture	Dr. Remika Thapa	North Bengal University, Department of Nepali	1
No file uploaded.			

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	Duration To	Participant
00	00	00	Nil	Nil	00
No file uploaded.					

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/Activities	Number of students/teachers participated under MoUs
00	Nil	00	0
No file uploaded.			

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
1650480	1487061

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing

Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Newly Added
No file uploaded.	

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
KOHA	Partially	3.18.03	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	10210	Nill	102	36017	10312	36017
Reference Books	4650	Nill	263	62252	4913	62252
Journals	17	36500	Nill	Nill	17	36500
e-Journals	Nill	Nill	Nill	Nill	Nill	Nill
Library Automation	Nill	Nill	Nill	Nill	Nill	Nill
No file uploaded.						

4.2.3 – 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
00	00	00	Nill
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	9	0	4	0	0	6	3	70	0
Added	4	0	2	0	0	2	2	0	0

Total	13	0	6	0	0	8	5	70	0
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4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

70 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
00	Nil

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
850000	817250	300000	3168206

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)

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.

<http://www.psm.org.in/admin/upload/iqac/IQAC13.pdf>

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	Students' Welfare Fund	48	65000
Financial Support from Other Sources			
a) National	Swami Vivekananda Merit cum Means scholarship Kanyasree Prakalpa Scholarship for SC,ST OBC and Minority Section	2143	0
b) International	00	0	0

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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 implemetation	Number of students enrolled	Agencies involved
00	Nil	0	00
No file uploaded.			

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 for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	00	0	0	0	0
No file uploaded.					

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	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

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
00	0	0	00	0	0
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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
2018	43	B.A @ B.Com.	Bengali, English, Hindi, Nepali, History, Phylisophy, Political Science, Commerce	NBU, CBPBU	Masters
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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	Number of students selected/ qualifying
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Nil	0
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Annual sports (Athletic Meet)	College	113
Annual Cultural Competition	College	127
No file uploaded.		

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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	00	Nil	0	0	00	00
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Throughout the year the Students' Union has been very active. They have organized different cultural activities like the Fresher's Welcome and the College Social on the campus. They have organized the Teachers' Day and have shouldered the responsibility of the Saraswati Puja with religious devotion. They have published the annual issue of the college magazine 'Prasfuran'. However, the election of the student's 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 at present.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

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 sixteen The office bearers are as follows: President : Pranay Pradhan Secretary - Atit Thapa Joint Secretary - Amit Mandal Treasurer - Prashant Pradhan Joint Treasurer - Sharmistha Ghosh

5.4.2 – No. of enrolled Alumni:

16

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni association holds meetings at regular intervals to chalk out their

constructive activities in the best interests of the college. They come to college on different occasions and take active part in the activities. They have conducted workshops regarding various skill development courses for the students.

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)

? Besides the Central Library, the individual departments have well stocked departmental libraries to cater to the needs of the students. The students can also borrow books from a Book Bank funded and maintained by the Teachers' Council. ? The college promotes a culture of participative management to ensure transparency both in academics and administration. Throughout the year, the students have organized different functions.. They have arranged the College social, Fresher's Welcome, observed the Teacher's Day as also performed the Saraswati Puja with religious devotion.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

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):

Strategy Type	Details
Curriculum Development	As an affiliated college the institution does not have the autonomy to frame its curriculum. Some teachers are members of the Board of Studies and carry the voice of the college there. Within the stipulations, the college attempts to be as flexible as possible in the courses offered and combination subjects. In Arts stream the college offers Honours in the following subjects: Bengali, English, Nepali, Hindi, History, Philosophy and Political Science while Accountancy is offered as the Core subject in Commerce. Responding to the growing demands, a science stream has been introduced in the college with Chemistry, Botany and Zoology as the combination subjects.
Teaching and Learning	Catering to the needs of a diverse group of students, some of whom are first generation learners from backward sections of society, the teachers follow the traditional method of lecture and board work, blending it at times with the ICT tools and thus try to reach out to the students through simple, but updated means. From this year we have introduced a smart classroom which has provided an extra boost to the inherently interactive and

	<p>participatory teaching learning process.</p>
<p>Examination and Evaluation</p>	<p>The students have to sit for the Half Yearly and Annual tests, centrally conducted by the college before they sit for the University Examinations. Besides, the students are subjected to a continuous process of evaluation at the departmental level through class tests, assignments and term papers. The evaluated answer scripts are shown to the students in the class and defects are pointed out. The guardians of the poor performers are summoned to discuss and sort out the problems of their wards.</p>
<p>Research and Development</p>	<p>The College has a research cell which promotes research activities amongst the teachers. The departments conduct seminar, workshops which are primarily directed to update the students' awareness of contemporary academic pursuits and develop an aptitude of research amongst them. This year the research articles of the faculty members have been published in reputed journals and two teachers have been awarded Ph,D.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>The College has a well stocked Central Library partially automated since the installation of KOHA software, version 3.18.03 in 2015. A Library Advisory Committee with the Librarian as the Convenor takes care of the needs of the library. The purchase of new books along with the renewal of the subscriptions to NLIST and the existing print journals have been made under the supervision of this committee. Besides, books have also been purchased from the local book fair under the jurisdiction of the Library Advisory Committee this year.</p>
<p>Human Resource Management</p>	<p>The college has throughout the year worked towards promoting a fruitful teacher-student interaction. The Teachers' Council meetings chart out methods to enable the teachers to engage the interest of the students. The use of ICT tools, methods of interactive teaching, sending the teachers to training courses have been some methods advocated throughout the year</p>
<p>Industry Interaction / Collaboration</p>	<p>The institution has a career counselling cell which organizes</p>

	special lectures, awareness camps and workshops where the students meet people from different walks of life and come to know of job prospects. The NCC unit of the college is also actively engaged in similar pursuits.
Admission of Students	The admission procedure is carried out in online mode. The notice is displayed at the website after which the students apply online. The applications are sorted and merit list displayed at the portal on the stipulated date. The students select their subjects via e-counselling. They come to college only after getting admitted when the classes commence.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	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. Though the meetings and activities are conducted offline the members coordinate on the virtual platforms that facilitate easier and faster access of the current updates. A website committee of the college monitors the regular uploading and updating of the college website.

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
Nil	00	00	00	0
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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	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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		staff				
Nil	00	00	Nil	Nil	Nil	Nil
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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 programme	Number of teachers who attended	From Date	To date	Duration
RC IN LITERATURE AND OTHER ARTS	Nil	Nil	Nil	Nil
RC IN BENGALI	Nil	Nil	Nil	Nil
RC IN BENGALI	Nil	Nil	Nil	Nil
WINTER PROGRAMME	Nil	Nil	Nil	Nil
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GSLI Scheme	GSLI Scheme	Students welfare fund

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

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

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/ Grnats received in Rs.	Purpose
00	0	00
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6.4.3 – Total corpus fund generated

00

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	No	Nil	Yes	Academic Sub-Committee

Administrative	No	Nil	Yes	Governing Body
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6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

? The Parent-Teacher meetings are conducted once a year by the Departments. These direct interactions and discussions between the prime stakeholders are very useful in charting the way forward for the institution at large ? The guardians are given feedback forms to fill in. The feedbacks thus received are carefully examined and relevant suggestions sorted out for implementation in the coming years. ? Besides, the students who perform poorly in the internal examinations are asked to bring their guardians to the college. The guardians are shown the evaluated answer scripts of their wards by the teachers. They discuss the situation and try to sort it out in the best interest of the student concerned.

6.5.3 – Development programmes for support staff (at least three)

The IQAC has no support staff as of now. The Coordinator distributes the responsibilities amongst the members whose efforts reflect their commitment towards the institution.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. A study centre of Netaji Subhas Open University (NSOU) is established 2. Special coaching started for weak students 3. Introduction of Science stream and construction of a separate Science building 4. Construction of a boundary wall has started

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Blood Donation Camp	19/09/2017	Nil	Nil	307
2017	Women's Development and Empowerment Program	08/08/2017	Nil	Nil	305
2018	Disaster Management Program	13/02/2018	Nil	Nil	267
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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	Period To	Number of Participants	
			Female	Male
Women's Development and Empowerment	08/08/2017	Nil	183	122
Anti-Human Trafficking Programme at Dalim court	09/01/2018	Nil	25	31
Observation of International Women's Day	09/03/2018	Nil	208	101

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1
Rest Rooms	Yes	6
Scribes for examination	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	1	19/09/2017	1	Blood Donation Camp	Community Welfare	307
2017	1	1	30/08/2017	1	District Sports Competition Nimno Buniyadi Prathamik Vidyalaya in collaboration with SSK and Sarva Siksha Mission NCC unit associate	Social familiarity	40

					d with them		
2018	1	1	07/03/2018	1	Distribution of footballs to the children of the neighbouring village on the occasion of creation of Goalpost bar on our college field.	Family with neighbours	162
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
00	Nil	00

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Safe Drive Save Life' Traffic Awareness Programme Mal Police Station in collaboration with NCC unit, Parimal Mitra Smriti Mahavidyalaya	19/12/2017	Nil	48
Anti-Human Trafficking Programme at Dalim court	09/01/2018	Nil	56
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Soil testing 2. Ground levelling for tree plantation 3. Solid waste management proposed 4. Removal of plastic cups 5. Tree plantation

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1.) The Establishment of a study centre of Netaji Subhas Open University (NSOU) Goal: The study centre of NSOU has been set up to provide another avenue of pursuing education and create job opportunities for the youth. Context: Distance Learning Centre is much in vogue at present. Our college already has a study centre of IGNOU that is much in demand. Its success has made us aspire

for more. Thus talks were initiated with the authorities of NSOU and the MOU was finally signed on June 8, 2017. The study centre became functional from the academic session 2017-2018. The Practice: The study centre of NSOU is at present functioning from the room adjoining to the college library. The Librarian Sri Sanjib Singha is the coordinator of the programme. The classes of NSOU take place on Saturdays and Sundays after 3 P.M so as not to hamper the normal classes and activities of the college. The faculties of the college and guest faculties from other educational institutions take the classes. Evidence of Success: The enrolment of students in different programmes offered by NSOU is a clear pointer to the success of the study centre. It has 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. Problems Encountered and Resources Required: The study centre at present operating from a makeshift room requires a proper space of its own. The construction of a separate room for NSOU has started. This study centre has opened a fresh lease of opportunities for many but the smooth running of the study centre in addition to an already existing one is a challenging task. The arrangement of eligible faculty on weekends and holidays is not easy. With time and adequate infrastructure, we are hopeful that things will fall in place. 2) Title: Blood Donation Camp Goal: The aims of this practice are two: first, to instil in our students a feeling of commitment towards their community and generate in them a passion for social service. Second: to reach out to the local community, cater to their needs, and promote general welfare. Context: Blood Donation is a noble act and a pressing need especially in our locality with a solitary, overburdened hospital and the nearest blood bank miles apart in Siliguri. It is absolutely imperative to motivate the youngsters to donate blood and save humanity. Practice: This year on September 19, 2017 a Blood Donation Camp was organized on our college campus. About 307 students joined the camp. Two Doctors from Malbazar Sub-divisional Hospital were present on the occasion. They reflected on the need for blood donation and tried to dispel the baseless fears of the students as to the possible repercussions of such action. The blood donation next commenced with the motivated and assured students participating in large numbers. The blood thus collected was given to Malbazar Sub-divisional Hospital. Success: Any selfless act done for a noble purpose cannot go waste. So it was a very fulfilling day when more than three hundred people donated blood. At the same time given the dense population of our college, there is enough scope for improvement in the days ahead. Problems encountered and resources required: It is our bounden duty to inspire our young students to noble acts but it is not easy to accomplish. We cater to a diverse community of students who come from different cultural, social, linguistic background. Reaching out to them and encouraging them equally is a tough ask. More such camps with motivational speakers may help us to arrive gradually towards the desired result.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

7.3.1 Institutional Distinctiveness Situated in a tribal belt our institution is committed to the uplift of the local community. The work begins from the classroom where we meet many first generation learners. They have come so far battling many odds. It is our bounden duty to assist them in their journey forward. As we run after the curriculum in a packed class of mixed batch of students, the weak students lag behind the rest. We have started special

coaching for these students on our college campus. These classes take place from 3 P.M on Saturdays after the dissolution of the regular routine-bound classes. The faculty members give individual attention to these slow learners, develop their writing skills and make them at par with their other classmates. Besides we believe in holistic development of our students that goes far beyond bookish learning. We have arranged a blood donation camp on our college campus where students duly motivated have donated blood in large numbers. The blood thus collected was handed over to Malbazar sub-divisional hospital. Again on the occasion of goalpost bar being created on our college ground we have distributed footballs amongst the children of the neighbouring villages. We have arranged Thalassaemia Detection Camp and Aids Awareness Camp in collaboration with Malbazar Social Welfare Organization and Jalpaiguri District Hospital respectively. Our NCC Cadets have been actively involved in a Traffic Awareness Programme entitled 'Safe Drive Save Life' with Malbazar Police Station. Thus we endeavour to train our children to be in harmony with the local community and abide by our mission of advancing together in the wide world.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

? Inauguration of the Science Building and adequate furnishing of the laboratories ? Complete the ongoing constructions of the IQAC, NSOU rooms and the lounge. The staff toilet needs to be completed at the earliest ? A separate block for girls' toilet to be constructed ? To conduct the camp of ASER under Prothoma Foundation in our college. Our participants will make a survey on the status of Primary Education of West Bengal. The organization will choose a nearby village and the students of our college will participate in that survey programme. ? To complete the repairing of our college field and give our students a proper sports ground where they can give their best and excel.