



Yearly Status Report - 2018-2019

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	Prof. Nandita Mukherjee
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03562255212
Mobile no.	9434340495
Registered Email	pmsm1985@gmail.com
Alternate Email	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
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	Prof. 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/iqac/IOAC23.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/IOAC4.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
Inauguration of the	11-Jul-2018	55

Science Building	1	
A survey on the status of primary education in a nearby village in West Bengal with ASER under Pratham Education Foundation	18-Sep-2018 5	30
Observation of National Voters	02-May-2019 1	623
International Mother Language Day	21-Feb-2019 1	327

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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
Dr. Jaya Adhikary from the Department of Philosophy	Periodic Lecture Programme	Indian Council of Philosophical Research (ICPR)	2019 1	10000
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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 :

3

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?

Yes

If yes, mention the amount

10000

Year

2019

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

? PMS Mahavidyalaya App has been launched. ? Science Building has been inaugurated on July 11, 2018 ? A Mahogany garden has been created ? Water purifier machine for students has been made available. ? Construction of the IQAC, NSOU rooms and the lounge is complete

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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	Achivements/Outcomes
Restoration of the herbal garden	The herbal garden has been restored
Proposal for a corridor from the main college building to the Science building	Construction has started
200 Mahogany trees to be planted	Mahogany trees have been planted
Installation of solar panel has been proposed	The prayer for the installation of solar panel has been sent to the North Bengal Development Department (NBDD)
A Generator to be installed	Installation is complete
To extend the ICT facilities of the college	A Computer lab has been started
Inauguration of the science building	The science building has been inaugurated on July 11, 2018.
To start an App for the college	PMS Mahavidyalaya App has been launched on 6/6/19
To construct a separate block for girls' toilet	The construction of a separate block for girls' toilet has started
Solid waste management programme to be introduced in the college through the Dept. of Geography	Initiatives have been taken for solid waste management programme. It will be effective from the next academic year.

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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

2019

Date of Submission	07-Mar-2019
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. The launch of the PMS Mahavidyalaya App this year has provided all the stakeholders of the college a common platform for all the necessary details and updates about the institution. 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/entreprene urship	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
Nill	Nil	Nill

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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
BA	Bengali, English, Hindi, History, Nepali, Philosophy, Political Science (Core Course)	01/07/2018
BA	Sociology, Education, Economics, Geography (Programme Course)	01/07/2018
BCom	Commerce	01/07/2018
BSc	Botany, Chemistry, Zoology (Programme Course)	01/07/2018

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

	Certificate	Diploma Course
Number of Students	100	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	Trip to Akshaya Kumar Maitreya Heritage Museum, University of North Bengal by History Department	42
BA	Trip to Nagrakata by Geography Dept. (Part III students)	4
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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

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. The Teachers' Council 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.

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	3644	2136
BA	Honours	521	1342	368
BCom	General	110	97	43
BCom	Honours	40	57	22
BSc	General	20	38	15

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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
2018	2584	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	Numberof smart classrooms	E-resources and techniques used
41	9	2	2	1	3

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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
2584	17	1:152

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
6	0	8	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
2019	Dr RemikaThapa	Assistant Professor	Pratibha Prarna Puraskar received from Pratibha Prerna Parishad, Darjeeling for Literary Contribution.
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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	Nill	2 3 year	08/07/2019	17/09/2019
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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 the 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)

<http://www.pmsm.org.in/admin/upload/igac/IOAC32.pdf>

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
Nill	BA	General	1052	340	32.32
Nill	BA	Honours	255	151	59.22
Nill	BCom	General	22	7	31.82
Nill	BCom	Honours	12	3	25
Nill	BSc	General	5	4	80
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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)

NIL

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
Nill	00	00	Nill	Nill
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	Nill	00
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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	Nill
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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)
National	History	1	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	4
English	4
Nepali	5
History	1
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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
NodiJokh onItihas-Sanskriti.	Deb Kumar Sengupta	Uttor Prasanga	2018	Nil	Parimal Mitra Smriti Mahavidyalaya	Nil
Cha-Bagichar Kathakar - Prosango Sharit Bhowmik	Dr. ShesadriProsad Bose	Kirat Bhumi	2018	Nil	Parimal Mitra Smriti Mahavidyalaya Parimal Mitra Smriti Mahavidyalaya	Nil
Sunder, Miliganer Protibedone Jalpaiguri Jelar Samaj Charcha	Dr. ShesadriProsad Bose	Anustup	2018	Nil	Parimal Mitra Smriti Mahavidyalaya	Nil

Kathak Thakur, Aban Thakur	Dr. Tapati Saha	Diganta Chuye	2018	Nil	Parimal Mitra Smriti Mahavidyalaya	Nil
Anya Debendranath	Dr. Tapati Saha	Mujnai Sahitya Patrika	2018	Nil	Parimal Mitra Smriti Mahavidyalaya	Nil
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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	1	0
Presented papers	13	3	0	0
Resource persons	1	1	2	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
Awareness against Human Trafficking	PMS Mahavidyalaya	21	247
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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
NCC Best Cadet	Governor of West Bengal's Silver Medal	West Bengal and Sikkim Directorate	1
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/Agency/collaborating	Name of the activity	Number of teachers participated in such	Number of students participated in such
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	agency		activites	activites
Swachh Bharat Abhiyaan	Mal Super speciality hospital in collaboration with NCC	Hospital cleaning	1	41
Safe Drive Save Life	Mal Police Station in collaboration with NCC	Traffic Awareness Programme	1	62
Durga Puja duties	Mal Police Station in collaboration with NCC	Traffic Control	1	56
No file uploaded.				

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/Class	Dr. Sujit Ghosh, Principal, Siliguri College, Dr. Samir Saha, Dept. of History, Dr. Amal Ray, Dept. of Political Science	PMS Mahavidyalaya	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
Special Coaching Class	Special Coaching for WBCS (Exe.) Preliminary Examination	District Employment Exchange, Mal	10/12/2018	21/12/2019	52
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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
1562805	1446646

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Newly Added
Class rooms	Newly Added
Laboratories	Newly Added
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Newly Added
Seminar halls with ICT facilities	Existing
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	10312	0	350	283197	10662	283197
Reference Books	4913	0	965	0	5878	0
Journals	17	36500	10	14100	27	50600
e-Journals	0	0	0	5900	0	5900
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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	Null
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co	Computer	Internet	Browsing	Computer	Office	Departme	Available	Others
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	Computers	Lab		Centers	Centers		Centers	Bandwidth (MBPS/GBPS)	
Existing	13	0	4	0	0	8	5	70	0
Added	7	1	6	0	0	1	0	0	0
Total	20	1	10	0	0	9	5	70	0

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
NIL	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	828400	2000000	1885065

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. 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.pmsm.org.in/admin/upload/iqac/IQAC22.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	70	90000
Financial Support from Other Sources			
a) National	Swami Vivekananda Merit cum Means scholarship Kanyasree Prakalpa Scholarship for SC,	2559	0

	ST OBC and Minority Section		
b) International	NIL	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 implementation	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
2018	Special Coaching for WBCS (Exe.) Preliminary Examination	0	0	0	0
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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
2019	48	B.A, B. Com.	Bengali, English, Hindi, Nepali, History,	NBU, CBPBU	M.A M.Com.

Philosophy,
Political
Science,
Commerce

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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
SET	2
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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	126
Annual cultural competition	College	131
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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	Nil	Nil	00	00
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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 twenty-three. 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:

32

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 have participated in the cultural activities and organized workshops on travel and tourism to acquaint the students with the job prospects in this regard.

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)

? Our students have participated in a camp conducted in our college under the guidance of ASER, a unit of Pratham Education Foundation from September 18 - 22, 2018. The participants have gone to a nearby village and conducted a survey on the status of Primary Education of West Bengal. Such activities facilitate the personality development of the students and instil in them a feeling of commitment towards their society. ? NCC cadets have engaged in several welfare activities. They have engaged in Hospital cleaning in collaboration with Mal Sub-divisional hospital as part of Swatch Bharat Abhiyan, they have collaborated with Mal Police Station in controlling the traffic during Durga Puja and also conducted traffic awareness programme 'Safe Drive Save Life'

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 tries to be as flexible as possible in the courses offered and combination subjects. From this year CBCS system has been introduced in our college in conformity with the stipulations of North Bengal University. The college offers core courses in the following subjects in Arts stream: Bengali, English, Nepali, Hindi, History, Philosophy and Political Science while Sociology, Education, Geography are taught in Program courses. Accountancy is offered as the Core subject in

Commerce. The B.SC programme course offers 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. The introduction of the smart classroom has boosted up the teaching learning process. From this year we have started a computer lab with six computers to begin with. Thus, we are trying to equip our students adequately for the competitive world outside.

Examination and Evaluation

The introduction of the CBCS has reoriented our examination process. The Semester examinations conducted twice a year give sufficient credence to internal assessment and also to the attendance record of the students. The Different departments keep a record of the attendance of their students and assess them through different means from written examinations, term papers to seminar presentations.

Research and Development

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. Moreover, Dr. Jaya Adhikari from the Department of Philosophy has obtained a grant from Indian Council of Philosophical Research for organizing a Periodic Lecture Programme on 'Values Embedded in Indian Culture'. Dr. Remika Thapa from the Department of Nepali has received a prestigious award Pratibha Prarna Puraskar from Pratibha Prerna Parishad, Darjeeling for Literary Contribution.

Library, ICT and Physical Infrastructure / Instrumentation

The College has a well stocked Central Library partially automated since the installation of KOHA

	<p>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.</p>
Human Resource Management	<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>
Industry Interaction / Collaboration	<p>The institution has a career counselling cell which organizes special lectures, awareness camps and workshops where the students meet people from different walks of life and come to know of job prospects. This year a ten days special coaching for WBCS (Exe.) Preliminary Examination has been conducted by the District Employment Exchange, Malbazar from 10.12.2018 to 21.12.2018 at the Mal Employment Exchange premises. Another Awareness Programme about Company Secretary Course has been conducted on 27.8.2019 on the college premises for the B. Com students.</p>
Admission of Students	<p>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. With the launch of the PMS Mahavidyalaya App on June 6, 2019, the Admission details from next year will be available on this wider platform which includes website as a section.</p>

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. This year PMS Mahavidyalaya App has been launched to provide a comprehensive assemblage of information about the college. The number of downloads of the App is a measure of its success.

Administration

The Governing Body is the apex body that is in charge of the administration of the college. The Teacher-in-charge in consultation with the IQAC monitors the day-to-day activities of the college and places the requirements for its betterment to the Governing Body for approval. Besides all in-house committees are active and participate through their suggestions in the smooth functioning of the college.

Finance and Accounts

The finance and account files are digitally maintained. The salary system is digitized.

Student Admission and Support

The admission procedure is carried out in online mode. The notice is displayed on the website, after which the students apply online. With the launch of the PMS Mahavidyalaya App on June 6, 2019, the notice from the coming year will be displayed on the college App which includes website as a section. The applications are sorted and merit list displayed at the portal on the stipulated date. The students choose their subjects via e-counselling and come to college only when the classes commence. The website also displays information about the different committees constituted to support the students like Sexual Harassment Cell, Anti-ragging cell where the students can approach and get timely help.

Examination

The Examination schedule and other

relevant information are uploaded on the website. With the launch of the PMS Mahavidyalaya App on June 6, 2019, the information will be uploaded on this wider platform from the coming year which has website as one of its sections.

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
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	00	00	Nil	Nil	Nil	Nil
No file uploaded.						

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 GENDER STUDIES	1	Nil	Nil	Nil
No file uploaded.				

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
00	00	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
No file uploaded.		

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	Null	Yes	Academic Sub-Committee
Administrative	No	Null	Yes	Governing Body

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. Separate building for Science Stream has been inaugurated 2. PMS Mahavidyalaya App has been launched 3. Prayer for the installation of a solar panel on our college campus has been sent to North Bengal Development Department (NBDD)

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	Date of	Duration From	Duration To	Number of
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	initiative by IQAC	conducting IQAC			participants
2019	Child labour consciousness went to Songachi Tea Estate	19/02/2019	19/02/2019	19/02/2019	32
No file uploaded.					

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
International Women's Day	08/03/2019	08/03/2019	190	121
Awareness against human trafficking	25/01/2019	25/01/2019	104	89

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
The prayer for the installation of a solar panel on our college premises has been sent to the North Bengal Development Department (NBDD)

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1
Rest Rooms	Yes	8
Scribes for examination	Yes	2

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
2019	1	1	25/01/2019	1	Awareness against Human trafficking	Community welfare	193
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
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College Prospectus	01/07/2018	The College Prospectus published at the beginning of the academic session specifies the code of conduct for all the stakeholders of the college
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7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Periodic Lecture Programme on Values Embedded in Indian Culture	20/03/2019	Nil	211
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

200 Mahogany tree planted Restoration of herbal garden Solar panel proposed Mechanism of solid waste management started Plastic free environment. Launching of PMS Mahavidyalaya App. Goal: The basic objective behind the launching of the college app is to provide a common platform where all information and updates about the college will be available. Context: 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. Practice: 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, question and the like is a comprehensive assemblage of information related to the college. It is monitored and regularly updated by the college authority. Evidence of success: The launching of the college app has fulfilled a requirement which was pending for long. The students have been intimated about the app and henceforth will be instructed at the time of their admission to install PMS Mahavidyalaya App on their smart phone. The number of downloads of the App is a measure of its success. Problems encountered and resources required: The App has made communication easier but has also brought in associated problems. The arrival of new and advanced technology should not ideally demean the importance of the traditional, offline medium of information. Moreover, there are still a considerable number of students who do not have personal smart phones or suffer from network issues. Hence proper coordination between the college notice board, the website and the app is required. The arrival of the App has fulfilled a demand of the students but has added to our task of updating college related information on different platforms.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Plantation and restoration of greeneries Goal: The importance of tree plantation cannot be overstated. Trees shelter us from the searing heat, keep the air fresh, and exhilarate our pent-up lives. The trees planted today will grow up to provide valuable resources, beneficial ecosystem and a lasting legacy for the posterity. Besides, it also promotes a feeling of camaraderie and oneness as the different stakeholders of the institution, namely, the students, faculty members and the office staff assemble on the college ground for this noble cause. Context: The progress of human civilization often at the cost of large-scale deforestation has disturbed the ecological balance. Global warming has reached alarming heights. Desperately seeking the requisites for

healthy living in inclement weather conditions, mankind is trying to create a clean, green environment. Located in the forest area of Dooars, we only have to tap the resources to plant more trees on our sprawling college campus. We plant only those saplings that are suitable for our soil. We have access to saplings of such species locally, especially from the Social Forestry Department of the Government of West Bengal. These are collected from the nursery and planted on our college campus on different occasions. We had planted some medicinal herbs two years back. The herbal garden thus created was not only adding to the greeneries but had immense nutritional value. However, heavy rainfall had adversely affected some of these plants. Their restoration was a pressing need.

Besides, we were also thinking of creating another garden on our sprawling campus that will beautifully live long and add to the valued property of our college. Practice: In order to restore the herbal garden, the gardener along with some local labours cleaned the waterlogged areas first. The dead, fallen plants were removed next. The grossly depleted garden was supplanted to some extent with fresh herbs procured through local sources. The Mahogany trees, no less than two hundred in number, were purchased from the nursery of the Social Forestry Department, Government of West Bengal. A beautiful garden has thus been initiated on our campus whose value will only grow with time. Evidence of Success: The herbal garden has been restored to a considerable extent with the removal of excess water and decayed plants. The new plantations have flourished well and growing steadily as of now. The Mahogany Garden is an asset of our college and a must-watch area for all. The success of this practice is clearly visible to all. Problems Encountered and Resources Required: The grossly depleted herbal garden has been restored to some extent but a complete recovery of its original picture is yet to be achieved. These medicinal herbs are not easy to obtain. Efforts are on to tap the local sources and get more such herbs for our college garden. The herbal garden so dearly achieved needs constant nurturing. We have to be more protective and enhance the security of the garden from inclement weather. The Mahogany Garden, started with two hundred plants has flourished well. It is growing tall and strong and is all set for a promising future. We are thinking of augmenting this garden with more plantations in the next year. 2) Title of the practice: Launching of PMS Mahavidyalaya App. Goal: The basic objective behind the launching of the college app is to provide a common platform where all information and updates about the college will be available. Context: 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.

Practice: 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, question and the like is a comprehensive assemblage of information related to the college. It is monitored and regularly updated by the college authority. Evidence of success: The launching of the college app has fulfilled a requirement which was pending for long. The students have been intimated about the app and henceforth will be instructed at the time of their admission to install PMS Mahavidyalaya App on their smart phone. The number of downloads of the App is a measure of its success. Problems encountered and resources required: The App has made communication easier but has also brought in associated problems. The arrival of new and advanced technology should not ideally demean the importance of the traditional, offline medium of information. Moreover, there are still a considerable number of students who do not have personal smart phones or suffer from network issues. Hence proper coordination between the college notice board, the website and the app is required. The arrival of the App has fulfilled a demand of the students but has added to our task of updating college related information on different platforms.

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Problems encountered and resources required: The App has made communication easier but has also brought in associated problems. The arrival of new and advanced technology should not ideally demean the importance of the traditional, offline medium of information. Moreover, there are still a considerable number of students who do not have personal smart phones or suffer from network issues. Hence proper coordination between the college notice board, the website and the app is required. The arrival of the App has fulfilled a demand of the students but has added to our task of updating college related information on different platforms.

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

<http://www.pmsm.org.in/admin/upload/iqac/IQAC18.pdf>

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

Environmental degradation is one of the pressing problems of humanity in the present era. The onward march of human civilization at the cost of gross depletion of natural resources has adversely affected the quality of our lives. In view of this situation it has been our constant endeavour to keep our sprawling campus clean and green. Tree plantation is an activity we engage in at regular intervals. We plant only those saplings which are native to our soil. Located in the forest area of Doars, we only have to tap the local resources for this purpose. This year we have purchased Mahogany trees, no less than two hundred in number, from the nursery of the Social Forestry Department, Government of West Bengal. A beautiful garden has thus been initiated on our campus whose value will only grow with time. Two years back we had planted some medicinal herbs some of which had decayed owing to heavy rainfall. This year we have successfully restored the herbal garden by removing the excess water, fallen plants and initiating fresh germination. In order to move towards renewable sources of energy, we have also sent a prayer to the North Bengal Development Department (NBDD) for the installation of solar panel on our campus. Talks have been initiated to create a programme of solid waste management on our campus. Thus, we have worked throughout the year towards creating an eco-friendly environment in our college.

Provide the weblink of the institution

<http://www.pmsm.org.in/admin/upload/iqac/IQAC19.pdf>

8.Future Plans of Actions for Next Academic Year

? Solid waste management programme to be introduced in the college through the Dept. of Geography ? The project of solar panel on the college campus to be pursued ? To complete the ongoing construction: namely, the corridor connecting the main building to the science building and a separate block for girls' toilet ? To complete the furnishing of the laboratories of the Science Departments ? To organize an International Seminar in our college ? Painting of the college building and the boundary wall