



**ACADEMIC AND ADMINISTRATIVE AUDIT
REPORT**

**Session
2018-2019 to 2022-2023**



**Parimal Mitra Smriti Mahavidyalaya
P.O. - Mal, Dist. – Jalpaiguri, Pin Code 735221**

(Affiliated to University of North Bengal)

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Academic and Administrative Audit Committee

Name and designation of external audit experts

1. Dr Ranjan Sarkar
Principal
Siliguri College of Commerce
Siliguri, WB
2. Dr Debasis Dutta
Controller of Examination
University of North Bengal, WB

Internal members present

(Ref: Teachers' council meeting held on 30.09.2023)

1. Dr. Kartick Ch. Dey, Principal, PMSM
2. Dr. Arpita Dasgupta, IQAC coordinator, PMSM
3. Smt. Nandita Mukherjee, Associate Professor, Dept. of Economics, PMSM
4. Dr. Dibyendu Dasgupta, Associate Professor, Dept. of Political Science, PMSM
5. Dr. Doyel Das, Assistant Professor, Dept. of Chemistry, PMSM




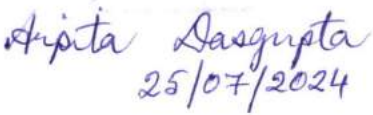
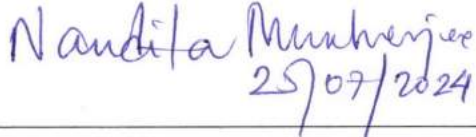
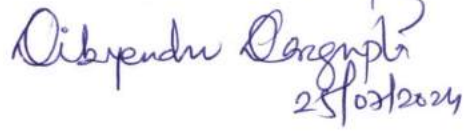
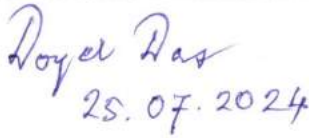
Session: 2018-2019 to 2022-2023

Date of visit by external auditors: 25.07.2024



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Signature of Academic and Administrative Audit Experts

Name and Designation	
Dr. Ranjan Sarkar Principal Siliguri College of Commerce Siliguri, Dist: Darjeeling, WB	 Principal Siliguri College of Commerce Siliguri, Darjeeling-734001
Dr. Debasis Dutta Controller of Examinations University of North Bengal, Dist: Darjeeling, WB	 Controller of Examinations University of North Bengal
Dr. Kartick Ch. Dey Principal Parimal Mitra Smriti Mahavidyalaya P.O. Mal, Dist: Jalpaiguri, WB	 Principal P.M.S. Mahavidyalaya P.O.- Mal, Dist. Jalpaiguri
Dr. Arpita Dasgupta IQAC Coordinator Parimal Mitra Smriti Mahavidyalaya	 COORDINATOR IQAC P.M.S. Mahavidyalaya Mal, Jalpaiguri - 735221
Smt. Nandita Mukherjee Associate Professor Dept. of Economics Parimal Mitra Smriti Mahavidyalaya	
Dr. Dibyendu Dasgupta Associate Professor Dept. of Political Science Parimal Mitra Smriti Mahavidyalaya	
Dr. Doyel Das Assistant Professor Dept. of Chemistry Parimal Mitra Smriti Mahavidyalaya	



Data of the Institution

Name of the Institution	Parimal Mitra Smriti Mahavidyalaya
Name of the Head of the institution	Dr. Kartick Ch. Dey
Designation	Principal
Does the institution function from its own campus?	Yes
Website:	pmsm.org
Mobile No:	+91 9434367173
Registered e-mail	pmsm1985@gmail.com
Address	Parimal Mitra Smriti Mahavidyalaya, Near Songachi Tea Garden, P.O. Mal, Dist. Jalpaiguri 735221
Type of Institution	Co-education
Location	Rural
Financial Status	UGC 2f and 12(B)
Name of the Affiliating University	North Bengal University



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Number of courses offered by the Institution across all programs during the years

Program code	Program Name	Course code	Course Name		
CBCS	B.A Honours	ENGH	English		
		BNGH	Bengali		
		HINH	Hindi		
		NEPH	Nepali		
		HISH	History		
		PHIH	Philosophy		
		PLSH	Political Science		
		CBCS	B.A General	ENGG	English
BNGG	Bengali				
HING	Hindi				
NEPG	Nepali				
HISG	History				
PHIG	Philosophy				
PLSG	Political Science				
SOCG	Sociology				
EDCG	Education				
GEOG	Geography				
ECOG	Economics				
CBCS	B.Com Honours			COMH	Commerce
	B.SC General			BOTG	Botany
				CHMG	Chemistry
		ZOOG	Zoology		
		ECOG	Economics		



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Number of full time teachers during the year 2018 to 2023

Sl. No.	Name	Designation	Department	Date of joining	
1.	Nandita Mukherjee	Associate Professor	Economics	08-02-1986	
2.	Basudev Paul	Associate Professor	English	10-02-1986	
3.	Rajesh Kishore Agarwal	Associate Professor	Commerce	01-04-2000	NET
4.	Dr Tapati Saha	Associate Professor	Bengali	03-08-2004	Ph.D., 2003
5.	Dr Pankoj Kumar Sarkar	Assistant Professor	Bengali	01-06-2005	Ph.D., 2015
6.	Dr Shesadri Prosad Bose	Associate Professor	History	01-07-2005	Ph.D., 2006
7.	Dr Swapan Kumar Bhowmik	Assistant Professor	History	01-07-2005	Ph.D., 2019
8.	Dr Remika Thapa	Assistant Professor	Nepali	26-09-2006	Ph.D., 2018
9.	Dr Jaya Adhikary	Associate Professor	Philosophy	05-01-2007	Ph.D. 2004
10.	Dr Chandan Khan	Assistant Professor	Bengali	01-04-2010	Ph.D. 2008
11.	Dr Amir Darjee	Assistant Professor	Nepali	16-04-2010	Ph.D. 2019
12.	Dr Dibyendu Dasgupta	Assistant Professor	Political Science	23-04-2010	Ph.D. 2010
13.	Dr Arpita Dasgupta	Assistant Professor	English	24-04-2010	Ph.D. 2018
14.	Sanjib Singha	Librarian	Librarian	15-12-2014	NET 2010
15.	Nitay Mahanto	Assistant Professor	Political Science	19-11-2016	SET 2012
16.	Kabita Roy	Assistant Professor	Philosophy	21-11-2016	NET, SET 2014
17.	Dr Sulochana Kumari Das	Assistant Professor	Hindi	06-12-2016	Ph.D. 2014
18.	Dr Ritu Rai	Assistant Professor	Botany	05-09-2019	Ph.D. 2017
19.	Dr Shuvadeep Majumdar	Assistant Professor	Botany	06-09-2019	Ph.D. 2017
20.	Rumi Paul Chowdhury	Assistant Professor	Commerce	06-09-2019	NET 2018
21.	Kazi Rafikul Islam	Assistant Professor	Commerce	23-09-2019	NET 2013
22.	Dr Ritabrata Banerjee	Assistant Professor	Zoology	02-12-2019	Ph.D. 2014
23.	Dr Biraj Kumar Barman	Assistant Professor	Chemistry	25-08-2020	Ph.D. 2018
24.	Dr Doyel Das	Assistant Professor	Chemistry	09-09-2020	Ph.D. 2009
25.	Souraditya Chakraborty	Assistant Professor	Zoology	04-12-2020	NET, SET 2013
26.	Mahua Chowdhury	SACT*	Economics	01-09-2007	
27.	Ardhendumouli Dey	SACT	History	07-11-2007	
28.	Dr Jhumpa Bagchi	SACT	Philosophy	07-11-2007	Ph.D. 2019
29.	Anindita Das	SACT	Political Science	07-11-2007	
30.	Subhajit Khasnobish	SACT	Bengali	12-01-2007	
31.	Dr Rajiv Biswakarma	SACT	Nepali	08-04-2008	Ph.D. 2023
32.	Soumita Mukherjee	SACT	History	08-02-2010	
33.	Debkumar Sengupta	SACT	History	18-08-2010	NET 2019
34.	Amita Sarkar	SACT	Geography	08-03-2011	
35.	Piyali Sikdar	SACT	Sociology	07-01-2013	
36.	Suprana Thing	SACT	Sociology	19-12-2013	
37.	Faruk Abdulla	SACT	English	24-08-2015	
38.	Gargi Dasgupta	SACT	Env. Science	14-3-2016	
39.	Anjana Pradhan	SACT	Zoology	27-7-2016	NET 2013
40.	Dipanwita Sarkar	SACT	Education	19-08-2016	
41.	Babli Kumari Sah	SACT	Hindi	08-06-2018	
42.	Narmi Gurung	SACT	Hindi	08-11-2018	
43.	Jitendra Prasad	SACT	Nepali	14-01-2019	
44.	Punam Das	SACT	English	16-01-2019	
45.	Sanjit Mandal	SACT	English	17-07-2019	

*State aided Contractual Teacher



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Number of library staff

Sl. No.	Name	Designation
1.	Mr. Sanjib Singha	Librarian
2.	Mr. Rajesh Minj	Library Clerk
3.	Mr. Sajal Saha	Library Peon
4.	Ms Tapati Biswas	Library Asstt. (Casual)

List of non-teaching-administrative staff

Sl. No.	Name	Designation	
1.	Kaushik Mukherjee	Accountant	Permanent Non-Teaching Staff
2.	Anil Chhetri	Night watchman	Permanent Non-Teaching Staff
3.	Anjana Poddar (Dutta)	Lady Attendant	Permanent Non-Teaching Staff
4.	Siban Ekka	Pump Operator	Permanent Non-Teaching Staff
5.	Rajkumar Shawyah	Typist	Permanent Non-Teaching Staff
6.	Rajib Roy	Clerk	Permanent Non-Teaching Staff
7.	Koushik Sengupta	Electrician Cum Caretaker	Permanent Non-Teaching Staff
8.	Rana Sarkar	Peon	Permanent Non-Teaching Staff
9.	Uttam Rasaily	Guard	Permanent Non-Teaching Staff
10.	Kanhaiya Basfore	Sweeper (Govt. Approved)	Permanent Non-Teaching Staff
11.	Ramasish Routh	Sweeper	Part Time Non-Teaching Staff
12.	Sukhram Oraon	Staff	Part Time Non-Teaching Staff
13.	Sukhra Oraon	Staff	Part Time Non-Teaching Staff
14.	Subhash Oraon	Night guard	Part Time Non-Teaching Staff
15.	Bishnu Biswakarma	Guard	Part Time Non-Teaching Staff
16.	Nilasish Saha	Lab Attendant in Botany	Part Time Non-Teaching Staff
17.	Abhradeep Poddar	Lab Attendant in Geography	Part Time Non-Teaching Staff
18.	Barnika Das	Lab Attendant in Zoology	Part Time Non-Teaching Staff
19.	Annesha Kundu	Lab Attendant in Chemistry	Part Time Non-Teaching Staff
20.	Ashok Mehar	Staff	
21.	Pushpa Gurung	Staff	



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1. CURRICULAR ASPECTS

Curriculum Design and Development

- Being affiliated under North Bengal University the college follows the curriculum designed by the university.
- Some of our faculty members take part in the curriculum planning and development at the University level as a member of the UGBOS.

Curricular Planning and Implementation

- At the beginning of each academic session academic calendar is prepared. Institution adheres to the academic calendar according to the program set by the affiliating University.
- A master routine is prepared and circulated to different departments.
- Departments allot classes and distribute teaching assignments to the individual teachers.
- Students are duly informed of such details through the College Website and app.
- Individual faculty prepares teaching plans according to the credit points allotted in the university syllabus for each topic.
- Course progress record is maintained by the teachers
- Course is completed in stipulated time.
- Remedial classes and internal examinations are conducted continuous internal assessment programs to evaluate the progress of students

Academic Flexibility

- Certificate-Value added courses are offered

Details of Certificate-Value added courses are offered

Year	Name of Certificate-Value added course	Period (from date - to date)	Duration of course	Number of students enrolled	Number of Students completing the course
2021-2022	Parliamentary Democracy in India	03.01.2022 - 13.01.2022	30 hours	50	48
	Art of Review	07.02.2022 - 14.02.2022	30 hours	103	100
2022-2023	Global Warming	16.11.2022- 26.11.2022	30 hours	867	835
	Mental Health	09.01.2023 - 18.01.2023	30 hours	101	96
	Communicative English	01.02.2023 - 10.02.2023	30 hours	103	101
	Nepali Lekhan Shaili	16.02.2023 - 27.02.2023	30 hours	117	108



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Curriculum Enrichment

- The Curriculum framed by the Under Graduate Council is followed by the institution as an affiliated college incorporates some relevant, pressing issues of the times like environmental studies, topics on ethics, feminism.
- Seminars on Gender Sensitization, Human Rights, human trafficking and mental health wellness have been organized by the institution.
- Students participate in celebration of special days like International Mother language day, Republic day, Independent day, World Environments day. etc.
- Field works are organized by various departments to fulfill the curricular requirements and to promote the interest among students.

Details of Field works taken up during last five years

Year	Department	Date	No. of students
2018-2019	Dept of History	29.11.2018	45
	Dept. of Geography	November 2018	4
2019-2020	Dept. of Geography	February 2020	5
	Dept. of Bengali	09.02.2020 to 11.02.2020	18
2021-2022	Dept. of Geography	05.04.2022	3
	Dept. of Zoology	04.04.2022 to 06.04.2022	11
2022-2023	Dept. of Botany and Dept. of Chemistry	13.01.2023	11
	Dept. of Zoology	11.04.2023 to 13.04.2023	8
2022-2023	Dept. of Environmental Science	March 2023	908

Feedback System

Whether Feedback received from all the stakeholders?

Students Yes
 Teachers Yes
 Guardians Yes
 Alumni Yes
 Employers Yes

Feedback has been analyzed and action has been taken Yes



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2. TEACHING LEARNING AND EVALUATION

Student Enrolment and Profile

Number of students enrolled against number of sanctioned seats

Year	Number of sanctioned seats	Students Enrolled	Number of full time teachers during the year
2018-2019	3141	2563	37
2019-2020	2641	2291	42
2020-2021	2641	2303	45
2021-2022	3141	2704	45
2022-2023	2641	1883	45

Year wise enrollment of students belonging to SC-ST-OBC category

Year	No of seats earmarked for reserved category as per GOI or State Govt. rule				No of students admitted from the reserved category			
	SC	ST	OBC-A	OBC-B	SC	ST	OBC-A	OBC-B
2018-2019	581	158	266	185	474	180	253	130
2019-2020	581	158	266	185	477	146	234	163
2020-2021	581	158	266	185	506	153	211	151
2021-2022	691	188	316	220	609	181	243	164
2022-2023	581	158	266	185	251	141	123	111

Teaching-Learning Process

The college emphasizes on physical classroom teaching. Teachers believe that face-to-face interaction between teacher and students is beneficial towards better learning, improvement of concentration and promoting socialization. Classroom teaching also helps in better understanding of students' mind and hence a student-centered approach to teaching can be adopted.

Following methods are employed

- Class room Lectures, discussions,
- Regular assignments
- Student presentation
- Practical demonstrations-classes are conducted to engage and promote enthusiasm among students towards learning.
- ICT- enabled tools are used of for effective teaching and learning process



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- No. of ICT enabled rooms: Three (3)
- ICT Tools: Digital Projectors, Screens, Room with fixed over-head projector:
- Power point presentations, lecture notes, videos are distributed as supporting learning material. Online lectures-classes are conducted on regular basis.
- Remedial classes are conducted for back log and slow learners.

Mechanism of internal- external assessment is transparent

- Regular assignments and home work are given for continuous evaluation.
- Class tests are conducted, evaluated and analyzed. Answer scripts of class tests are discussed with students.
- Internal assessments in the form of written exam are conducted as per university rules.

Student Performance and Learning Outcomes

- Attainment of PO and CO of all courses are evaluated
- Parent teachers' meetings are conducted at departmental levels
- Student feedback on teachers taken and analyzed

Pass percentage of Students during last five years

Year	Number of final year students who passed the university examination	Number of final year students who appeared in the university examination
2018-2019	505	1346
2019-2020	1416	1460
2020-2021	1234	1267
2021-2022	1401	1486
2022-2023	410	1383
Total	4966	6942



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3. RESEARCH, EXTENSION ACTIVITIES

Resource Mobilization for Research

Grants received from Government and non-governmental agencies for research projects - endowments in the institution during the year NIL

Seminars and conferences

- Seminars and workshops have been organized by various departments of the college.
- Youth parliament competition organized during Nov, 2022.
- Teachers regularly attend and present papers at national and state level conferences within and outside state.

Research Publications and Awards

Faculty members regularly publish their academic work in reputed-UGC care listed journals and books. No. of publications in UGC care listed journal during five years 40

Number of Publications year wise

Year	Number of papers in UGC care listed journals	Number of publications as book, book chapter, proceedings etc.
2018	3	1
2019	1	1
2020	5	6
2021	12	15
2022	14	14
2023	5	14

Faculty empowerment

Faculties regularly attend Faculty Development Programs (FDP), Refresher Courses (RC), Orientation Courses (OC), training programs, and workshops organized by UGC-MHRD of different universities and eminent institutions.

Number of faculty members attending FDP, RC, OC, Training Program and Workshop

Year	No. of faculties participated in Faculty Induction Program (FIP)	No. of faculties participated refresher course (RC)	No. of faculties participated in STC and workshop
2018-2019		1	
2019-2020	1		1
2020-2021		4	
2021-2022	5	4	2
2022-2023	3	3	2



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Extension Activities

Extension activities have been carried out in the neighborhood community, sensitizing students to social issues, for their wholesome development as responsible citizens

Few extension activities taken up during five years

Year	Name of the activity	Organizing unit- agency- collaborating agency
2018-2019	Awareness against Human Trafficking	NCC in collaboration with Mal Police Station
	Blood donation Camp	NCC
2019-2020	Traffic Maintenance	NCC in collaboration with Mal Police Station
	Hospital/Neighborhood Cleaning	NCC
	River cleaning	NCC
2021-2022	Neighborhood Cleaning	NCC in collaboration with Mal Police Station
	Traffic Maintenance	NCC in collaboration with Mal Police Station
	Blood Donation Camp	NCC in collaboration with Mal Super Specialty Hospital
	Survey on Primary Education	Dept. of Bengali, PMSM in collaboration with ASER, a unit of Pratham Education Foundation
2022-2023	Swachh Bharat Abhiyaan/ bus stop cleaning	NCC

Special mention: Governor's Medal for Best Cadet received by.

Year	Name of cadet
2018-2019	Bipasha Oraon
2019-2020	Bhavna Chetri
2022-2023	Praveen Rai



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Collaboration

- Faculties undertake collaborative academic and research work with other academic institutions.
- Institute encourages faculty exchange program with an aim to exchange knowledge and professional development.
- Institution is serving as study center for NSOU (L10) and IGNOU (LSC-45023)

Number of functional MoUs with other institutions, industries, corporate houses.

Year	Number of functional MoUs with other institutions
2018-2019	1
2019-2020	2
2020-2021	1
2021-2022	5
2022-2023	6
Total	15



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4. INFRASTRUCTURE AND LEARNING RESOURCES

Physical Facilities

Number of classrooms 33

Number of classrooms and seminar halls with ICT facilities: **Three (3)**

Number of laboratories: **Four (4)** Botany, Chemistry, Zoology and Geography)

Number of computers: **22 (excluding laboratory)**

Library as a Learning Resource and IT Infrastructure

- Area of the central Library: 2392 sq. ft.
- Seating capacity: 80 (separate rooms for teachers and students)
- No. of CCTV in library premise: Three (3)
- Number of computers in library with internet facility – **Four (4)**
- The bandwidth of internet connection 125 MBPS.
- The library subscribes to e-journals, e-books.
- The Central Library of the college is partially automated with KOHA software version 3.18.03, since the year 2016.
- OPAC (Online Public Access Catalogue) has been introduced in year 2015
- KOHA customized to version 22.11 and OPAC clouded for remote access in 2023.
- Each department has departmental library housing important books of the subject.

Maintenance of Campus

Expenditure for infrastructure augmentation, excluding salary during these years

Year	Expenditure excluding salary (INR in lakhs)	Expenditure for infrastructure augmentation (INR in lakhs)
2018-2019	85,83658	20,95491
2019-2020	70,08225	16,60271
2020-2021	58,50088	21,08951
2021-2022	83,26695	29,98047
2022-2023	60,79232	15,49490
Total	358,47898	104,12250



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5. STUDENT SUPPORT AND PROGRESSION

Student scholarship

College takes initiative so that students get benefitted by availing the govt. sponsored scholarship and free ships. Govt. scholarships are Aikyashree, Kanyashree, Swami Vivekananda Merit Cum Means scholarship, Students credit card.

Number of students benefitted by scholarship

Year	Number of students benefitted by Govt. scholarship	Number of students benefitted by institute	Amount paid by institute (INR)
2018-2019	3869	18	8,920
2019-2020	4563	15	9,000
2020-2021	4562	Tuition fee was waived for all for 3 months	
2021-2022	5201	15	23,100
2022-2023	3869	31	32,100

Students Progression

Number of students qualifying in state- national- international level examinations

Year of qualifying the exam	Names of students qualified	Name of the qualifying exam
2018	3	UGC- NET (JRF), UGC-NET
2019	3	UGC- NET (JRF), UGC-NET
2021	1	UGC- NET (JRF), UGC-NET
2022	5	WBSET, C-TET
2023	6	AFCAT, NET, WBSET, C-TET

Students participation

- Students actively participate in sports and cultural events at different levels.

Alumni Engagement

The Alumni Association of the college has been registered vide no. 61311 of 2016 - 2017 on 16 February, 2016



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6. GOVERNANCE, LEADERSHIP AND MANAGEMENT

Decentralized and participatory management

- College practices decentralized administration. Different sub committees are formed at the beginning of each academic session where faculty members work together and take care of different activities of the institution.

Implementation of e-governance

Implementation of e-governance in areas of operation:

- Administration - Partial
- Finance and Accounts - Partial
- Student Admission - Complete
- Examination – Complete (NBU)

Welfare measures for teaching and non-teaching staff

- Staff members can avail leave as per rules for govt. aided colleges.
- Full-time staff members have been facilitated to avail the benefit of General Provident Fund.
- Faculties are entitled to participate in health schemes sponsored by Government of West Bengal as per their post.
- Policy document on financial assistance to faculties for attending seminar, conferences are yet to be furnished.

Fund mobilization

- Finance committee looks into financial management
- Purchasing is done through proper e-tendering wherever an expenditure of more than Rs 1,00,000/- is made.
- The institution performs internal and external audit.

IQAC Initiatives

Important initiatives taken by the IQAC are

- Extension of ICT facilities to strengthen teaching learning process.
- Infrastructure augmentation: completion of science laboratories, installation of generator, water purifier, photocopy machines, CCTV cameras.
- Restoration of herbal garden, installation of solar panel.
- Organizing seminars and lectures on issues of social importance and concern, awareness program on health hygiene, environment.



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7. INSTITUTIONAL VALUES AND BEST PRACTICES

College regularly organizes educational lectures series by some eminent persons

- Career Counseling and Anti-Addiction Awareness Programme was organized in collaboration with Matiali Police Station on 19.1.21
- Special Lecture on Women's Rights and Domestic Violence was delivered by Leena Gangopadhyaya, Chairperson, West Bengal Commission for Women. Date: 29.11.2021
- Special lecture on Swami Vivekananda's thoughts on Value Education by Swami Jnanalokananda, Secretary Ramakrishna Mission, Swami Vivekananda's Ancestral House and Culture Centre. Date: 28-3-2022
- A special lecture on 'Cyber Crime' was organized in collaboration with local Police administration and SNEHO foundation on 24.5.2022

Green initiatives

- Solar panel has been installed
- Trees have been planted and greeneries have been maintained regularly
- Institute focus on pollution free campus.
- Performs Green Audit and Energy Audit
- Activities like cleanliness drive, plantation, awareness programs like 'say no to plastic' or watering plants and garden are conducted throughout the year.

Celebration of special days.

- Institute celebrates Independence day, Republic day, International Mother language day to nurture consciousness about nation and its history.
- Birth anniversary of Rabindranath Tagore, Kazi Nazrul Islam, Bhanu Bhakt, Dr. B.R Ambedkar, Birsha Munda are celebrated to honor the contribution of eminent personalities towards our society and culture.
- World environment day, International yoga Day, World book day, International Women day are celebrated.



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SWOC ANALYSIS

- **Strengths:**

- Prominently located on the National Highway at a distance of barely 4 km from the New Mal Railway Junction.
- The clean and green campus of the college upholds an ambience that is picturesque, refreshing and naturally inviting.
- Highly qualified, experienced and committed - dynamic faculty who mentor the students with lot of dedication and care.
- Strict adherence to the reservation policies of the Government at the time of admission. A high percentage of the total students belongs to the different backward sections of the society.
- A very high rate of disbursal of the various schemes, scholarships for the students as available from the Government and other sources.
- The sprawling campus of the college houses two four storied buildings where the classes of the fifteen departments from Science, Commerce and Humanities stream are held. Besides the main building where Humanities and Commerce classes are held, we have now a separate building for the Science stream with well-equipped laboratories.
- NCC has been a very strong component of our college. They have ably discharged their social responsibilities and earned several laurels over the years.
- The college is the study center of two premier universities providing distance education: Indira Gandhi National Open University (IGNOU) and Netaji Subhas Open University (NSOU).

- **Weaknesses:**

- The grossly disproportionate mentor mentee ratio, especially in some subjects in the Humanities stream is a primary area of concern.
- The location of the college in the forest belt of Western Dooars, hinders the augmentation of transportation and communication facilities.
- Hostel facility is not available
- We lack a proper auditorium.
- The seating capacity of the reading room of the Central Library is not adequate. We are trying to resolve this problem by constructing a separate building for the Central Library next year.
- Augmentation of ICT tools is a dire necessity. We are working to install a smart board next year.
- The computers for academic purposes are far from adequate.
- College office is grossly understaffed. The retirement of some senior staffs and the untimely demise of one has augmented the problem.

- **Opportunities:**

- Located in a tribal belt, and the only college within a radius of 30 km, the college has enough scope to contribute to the uplift of the local community.
- The presence of young, highly qualified, resourceful, dynamic faculty makes us determined to foreground our institution as an incubation centre for genuine, quality research with the development of adequate infrastructure.
- The sprawling campus of the college facilitates our engagement in different activities within our college premises and augmentation of the infrastructure to meet our growing needs. The construction



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of an auditorium and a separate building for our Central Library which, at present, is rather inadequately accommodated in the main building are amongst our topmost priorities.

- Surrounded by Tea Garden, we can engage in fruitful collaboration with the tea industry and enhance the placement opportunities of students
- We are striving to tap the resources around and engage in more collaborative ventures with other organizations in the days ahead in common interest of all.
- We have a mixed array of teaching and non-teaching staff in the college, some of whom are poles apart in regard to computer proficiency. We are planning to introduce a basic course in computer for those unversed with our in-house resources. This will help to bring all at par with each other and facilitate the smooth conduct of the activities of the institution in the digital era.

- **Challenges:**

- The students coming from diverse linguistic background have a persistent demand for multiple version classes which is often a challenging task for us.
- The location of the college in the backward, tribal belt is always throwing fresh challenges requiring us to work harder towards the dissemination of quality education and uplift of the local community
- The college is yet to open avenues of revenue generation
- The college is facing challenges to get sanctioned posts for non-teaching staff.
- To increase the efficiency of the staff and move towards complete e-governance



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Annexure -I

Value added course

Year	Name of Certificate-Value added course	Period (from date - to date)	Duration of course	Number of students enrolled	Number of Students completing the course
2021-2022	Parliamentary Democracy in India	03.01.2022 - 13.01.2022	30 hours	50	48
	Art of Review	07.02.2022 - 14.02.2022	30 hours	103	100
2022-2023	Global Warming	16.11.2022- 26.11.2022	30 hours	867	835
	Mental Health	09.01.2023 - 18.01.2023	30 hours	101	96
	Communicative English	01.02.2023 - 10.02.2023	30 hours	103	101
	Nepali Lekhan Shaili	16.02.2023 - 27.02.2023	30 hours	117	108



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Annexure II

Project and excursion work

Year	Excursion description	Department	Venue	Date	No. of students
2018-2019	Trip to Akshaya Kumar Maitreya Heritage Museum	Dept. of History	University of North Bengal	29.11.18	45
	Educational Trip	Dept. of Geography	Nagrakata	Nov, 2018	4
2019-2020	Educational Trip to Sevoke – project on landslide –	Dept. of Geography	Sevoke	Feb 2020	5
	Educational Trip to two spots	Dept. of Bengali	Shantiniketan Bolepur and Lovpur, Birbhum	Feb 9-Feb 11, 2020)	18
2021-2022	Climate Change at local level	Dept. of Geography	Sevoke, Darjeeling	05.04.2022	3
	Genetics and Evolutionary Biology: Practical - Visit to Natural History Museum - Nature Interpretation Centre	Dept. of Zoology	Padmaja Naidu Himalayan Zoological Park, Darjeeling, West Bengal and adjoining areas	From 04.04.2022 to 06.04.2022	11
2022-2023	Educational Trip	Dept. of Botany and Dept. of Chemistry	Murti, Uttar Dhupjhora and its adjoining areas	13.01.2023	11
	Educational Trip	Dept. of Zoology	Buxa Tiger Reserve and Rajabhatkhawa Vulture Breeding Centre	11.04.2023 to 13.04.2023	8
2022-2023	Economic Plants Survey in College	Dept. of Environmental Science	College campus	March 2023	908



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Annexure III

Seminars-webinar and workshop organized

Year	Title of seminars/webinar	Organizing Department	Date
2019-2020	“Conjugal Relationship in Society and Literature” (UGC Sponsored International Seminar)	Dept. of Bengali, Parimal Mitra Smriti Mahavidyalaya in collaboration with the Centre for Women’s Studies, NBU	5 - 6 March, 2020
2020-2021	Pandemic Realities: Emerging Issues & Perspectives (International Webinar)	Dept. of Political Science Parimal Mitra Smriti Mahavidyalaya, in collaboration with Dept. of Political Science, Maynaguri College	17-18 August, 2020
	Career counselling and Anti-drug addiction awareness programme	Matelli Police Station in collaboration with Parimal Mitra Smriti Mahavidyalaya	19.January.,2021
2021-2022	Samkalin Rachnadharmita Me ParyavaranVimarsh (International Webinar)	Department of Hindi, Parimal Mitra Smriti Mahavidyalaya	11 July, 2021
	Career Opportunities in Bioscience	Department of Zoology, Parimal Mitra Smriti Mahavidyalaya	25 July, 2021
	Premchand Ke Sapno Ka Bharat (National Webinar)	Department of Hindi, Parimal Mitra Smriti Mahavidyalaya	13 August, 2021



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Annexure IV



List of publications of teachers in UGC Care Journals during the last five years

Sl. No.	Title of paper	Name of the author/s	Dept. of the teacher	Name of journal	Calendar year of publication (with Month)	ISSN number
1.	Transcendental Method	Kabita Roy	Philosophy	Philosophical Papers: Journal of the Department of Philosophy	2018	ISSN: 0976-4496
2.	Nodi Jokhon Itihas-Sanskriti	Debkumar Sengupta	History	A Socio-Economic Analytical Journal	2018	ISSN: 2348-2036
3.	Ideologies, Strategies and Objectives of Various Rajbanshi Organizations Relating To Kamtapur Movement: A Historical Exploration	Debkumar Sengupta	History	IJPUB	2018	ISSN: 2320-2882
4.	<i>Cololejeunea maniliana</i> a new synonym of <i>Cololejeunea nilgiriensis</i> (Lejeuneaceae: Marchantiophyta).	Shuvodeep Majumdar	Botany	Phytotaxa, 422(1): 109–112. ISSN 1179-3163	2019	ISSN 1179-3163
5.	Abashad O Atmahatya Dur Karte Adhyatmikata	Ritabrata Banerjee	Zoology	Nibodhata, Vol: 34(4): 410-412	2020	ISSN: 0972-4877
6.	Two new synonyms and extended distribution of <i>Anastrophyllum ellipticum</i> Inoue (Anastrophyllaceae: Marchantiophyta).	Shuvodeep Majumdar	Botany	Cryptogamie, Bryologie 41(4): 49–53.	2020	ISSN: 1290-0796
7.	New Superphylum “Monosporangiophyta” for grouping Marchantiophyta, Bryophyta s.str. and Anthocerotophyta.	Shuvodeep Majumdar	Botany	Phytotaxa 451(2): 175–178.	2020	ISSN: 1179-3163
8.	(006) Recommendation for preserving dissected parts of holotype specimens of names of bryophytes.	Shuvodeep Majumdar	Botany	Taxon 69(3): 625.	2020	ISSN: 0040-0262
9.	(028) Recommendation for prohibiting unauthorized division of a type specimen.	Shuvodeep Majumdar	Botany	Taxon 69(6): 1381.	2020	ISSN: 0040-0262
10.	<i>Folioceros paliformis</i> , A New Synonym of <i>F. kashyapii</i> (Anthocerotaceae: Anthocerotophyta).	Shuvodeep Majumdar	Botany	The Journal of Japanese Botany	2021	ISSN: 0022-2062

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Sl. No.	Title of paper	Name of the author/s	Dept. of the teacher	Name of journal	Calendar year of publication (with Month)	ISSN number
11.	Proposal to amend Article 20.3, with adjustment to Article 60, to eliminate hyphens from all generic names.	Shuvodeep Majumdar	Botany	Taxon	2021	ISSN: 0040-0262
12.	Drepanolejeunea mawtmiana, a new synonym of Drepanolejeunea herzogii (Lejeuneaceae: Marchantiophyta) with a note on the diversity of the genus Drepanolejeunea in India.	Shuvodeep Majumdar	Botany	Journal of Bryology	2021	ISSN: 0373-6687
13.	A diagnostic phytolith morphotype found in Porteresia coarctata (Roxb.) Tateoka indicates coastal swampy mangrove environments: A case study from the Indian east coast.	Shuvodeep Majumdar	Botany	Flora	2021	ISSN: 0367-2530
14.	CB1 receptor neutral antagonist treatment epigenetically increases neuropeptide Y expression and decreases alcohol drinking.	Ritabrata Banerjee	Zoology	Neuropharmacology	2021	ISSN: 0028-3908
15.	Efficacy of different human elephant conflict prevention and mitigation techniques practiced in West Bengal, India	Souraditya Chakraborty	Zoology	Notulae Scientia Biologicae	2021	ISSN: 2067-3264
16.	Study on diversity of cladocerans (Cladocera: Branchiopoda) in some selected wetlands of West Midnapore district, West Bengal, India	Souraditya Chakraborty	Zoology	Environmental and Experimental Biology	2021	ISSN: 1691-8088
17.	Cladocera as a substitute for Artemia as live feed in aquaculture practices: a review	Souraditya Chakraborty	Zoology	Sustainability, Agri, Food and Environmental Research	2021	ISSN: 0719-3726
18.	Synthesis and characterization of an industrially significant ionic liquid and its inclusion complex with β -cyclodextrin and its soluble derivative for their advanced applications	Biraj Kumar Barman	Chemistry	Chemical Physics Letters	2021	ISSN: 0009-2614
19.	Probing Inclusion Complex of a Dye (ISD) with Cyclic Oligosaccharide for Minimizing Harmful Effects.	Biraj Kumar Barman	Chemistry	Journal of Chemical, Biological and Physical Sciences Vol. 11, No. 2;; 304-323.	2021	ISSN: 2249-1929

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Sl. No.	Title of paper	Name of the author/s	Dept. of the teacher	Name of journal	Calendar year of publication (with Month)	ISSN number
20.	'Chaamallko Mahangi' Kathama Dampatya Sambandha Vimarsha'	Amir Darjee	Nepali	MADHYAMARGA	2021	ISSN: 2321-7936
21.	Puratotter Nirikhe Jotileswar, Boteswar ebong Sadar Khai Mandir Sailir Bisleshen	Debkumar Sengupta	History	Uttor Prasanga	2021	ISSN: 2348-2036
22.	From Confrontation to Cooperation: An Ecocritical Reading of M. C. Raj's Planet B2: Human War Against Nature	Arpita Dasgupta	English	Shodhasamhita: New Research Frontiers Vol. No. IX, Issue-5(II) January-June 2022	2022	ISSN: 2277-7067
23.	Folktales of the East as Cultural Signifiers: A Comparative Estimate of The Arabian Nights: Tales of One Thousand and One Nights and Grandmother's Bag: Bengal's Rupkatha	Arpita Dasgupta	English	Shodhasamhita: New Research Frontiers Vol. No. IX, Issue-5(VI) January-June 2022	2022	ISSN: 2277-7068
24.	Nationalism beyond Frontiers: A Comparative Estimate of the Views of Rabindranath Tagore and Wilfred Owen	Arpita Dasgupta	English	Shodhasamhita Vol. No. IX, Issue - 8 (V)	2022	ISSN: 2277-7067
25.	Dalit Discourse in the Light of M. C. Raj's Raachi and Kancha Ilaiiah Shepherd's Untouchable God: A Comparative Estimate	Arpita Dasgupta	English	Shodhasamhita Vol. No. IX, Issue - 11 (II)	2022	ISSN: 2277-7067
26.	Daltonia hookeriana, a new name for Daltonia heterophylla (Wilson ex Mitt.) B.C.Ho & L.Pokorny (Daltoniaceae, Bryophyta).	Subhadeep Majumdar	Botany	Phytotaxa 538(1): 84-86.	2022	ISSN: 1179-3163
27.	Epitypification of Stachyurus himalaicus (Stachyuraceae).	Subhadeep Majumdar	Botany	Phytotaxa 538(3): 265-267.	2022	ISSN: 1179-3163
28.	Erratum: Epitypification of Stachyurus himalaicus (Stachyuraceae). Phytotaxa 538(3): 265-267.	Subhadeep Majumdar	Botany	Phytotaxa 541(1): 88.	2022	ISSN: 1179-3163
29.	Corrections of orthographical error of two Marchantiophyta.	Subhadeep Majumdar	Botany	Phytotaxa 549(2): 253-254.	2022	ISSN: 1179-3163

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Sl. No.	Title of paper	Name of the author/s	Dept. of the teacher	Name of journal	Calendar year of publication (with Month)	ISSN number
30.	Unearthing a Lectotype for <i>Lepidozia flexuosa</i> with a note on the type of <i>Lepidozia brevifolia</i> (Lepidoziaceae: Marchantiophyta).	Subhadeep Majumdar	Botany	Phytotaxa 552(3): 217–220.	2022	ISSN: 1179-3163
31.	<i>Saccogyna darjeelingensis</i> (Saccogynaceae: Marchantiophyta) – a new species from Eastern Himalaya, India with a new generic record for Indian Bryoflora.	Subhadeep Majumdar	Botany	Current Science 123(2): 145–147.	2022	ISSN: 0011-3891
32.	Lectotypification of the name <i>Fissidens arunii</i> (Fissidentaceae: Bryophyta)	Subhadeep Majumdar	Botany	Phytotaxa 577(1): 150.	2022	ISSN: 1179-3163
33.	Synthesis and Characterization of an Inclusion Complex of DL Aminoglutethimide with β -Cyclodextrin and Its Innovative Application in a Biological System: Computational and Experimental Investigations	Biraj K. Barman	Chemistry	ACS Omega	2022	ISSN: 2470-1343
34.	Manorog Niramoye Mantram Therapy	Ritabrata Banerjee	Zoology	Nibodhata, Vol:35(6): 673-676	2022	ISSN: 0972-4877
35.	Moner Nihswartha Bandhu.	Ritabrata Banerjee	Zoology	Udbodhan, Vol: 124(10): 52-55	2022	ISSN: 0971-4316
36.	Range extension of <i>Salvia misella</i> (Lamiaceae): A taxon naturalized in West Bengal.	Ritu Rai	Botany	Nelumbo 65(1): 141-143.	2023	ISSN: 0976-5069
37.	<i>In silico</i> immunoinformatics based prediction and designing of multi-epitope construct against human rhinovirus C	Ritu Rai	Botany	Acta Biologica Szegediensis Volume 67(1):11-23	2023	
38.	(198–199) Proposals to disallow doubtful equivalents of “designated here” under Article 7.11 and to recommend that permissible equivalents be in the Latin alphabet	Subhadeep Majumdar	Botany	Taxon 72(2): 444.	2023	ISSN: 0040-0262
39.	Range extension of <i>Salvia misella</i> (Lamiaceae): A taxon naturalized in West Bengal.	Subhadeep Majumdar	Botany	Nelumbo 65(1): 141-143.	2023	ISSN: 0976-5069
40.	Gender-related Alterations in Neurochemical Milieu of Suicide: An Analysis in Human Postmortem Brain.	Ritabrata Banerjee	Zoology	Biological Forum – An International Journal. Vol: 15(1): 601-609	2023	ISSN: 0975-1130

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Annexure V

Participation in Faculty Induction Programmes (FIP), Refresher Course (RC), professional development - administrative training programs during the last five years

Sl. No.	Year	Name of the Participant	Designation	Title of the FDP -MDP- Professional Development - Administrative Training Program	Dates (From-To) (DD-MM-YYYY)
1.	2018-2019	Swapan Kumar Bhowmick	Assistant Professor	RC in Gender Studies (HRDC: University of North Bengal)	05-02-2019 to 25-02-2019
2.	2019-2020	Remika Thapa	Assistant Professor	Translation Workshop of Kazi Nazrul Islam's Agnibina in Nepali	09-09-2019 to 15-09-2019
3.		Sulochana Kumari Das	Assistant Professor	Orientation Programme (HRDC: University of North Bengal)	07-01-2020 to 27-01-2020
4.	2020-2021	Sulochana Kumari Das	Assistant Professor	RC in Women Studies (HRDC: Aligarh Muslim University)	03-09-2020 to 18-09-2020
5.		Amir Darjee	Assistant Professor	RC in Nepali (HRDC: University of North Bengal)	05-01-2021 to 18-01-2021
6.		Doyel Das	Assistant Professor	RC in Chemistry For Higher Education (Online) Swayam-Arpit	01-12-2020 to 31-03-2021
7.		Remika Thapa	Assistant Professor	RC in Nepali (HRDC: University of North Bengal)	05-01-2021 to 18-01-2021
8.	2021-2022	Ritabrata Banerjee	Assistant Professor	FIP (HRDC Mizoram University)	06-07-2021 to 26-07-2021
9.		Ritabrata Banerjee	Assistant Professor	RC in Foundations of Education (HRDC Mizoram University)	17-08-2021 to 30-08-2021
10.		Souraditya Chakraborty	Assistant Professor	RC in Trends in Life Sciences Industry (HRDC: University of North Bengal)	25-09-2021 to 08-10-2021
11.		Sulochana Kumari Das	Assistant Professor	5 days Training programme on Testing & Evaluation and question Item Writing in Hindi (conducted by National Testing Service-India)	25-10-2021 to 29-10-2021
12.		Nitay Mahanto	Assistant Professor	Orientation Programme (HRDC: University of Mumbai)	19-07-2021 to 07-08-2022
13.		Dibyendu Dasgupta	Assistant Professor	STC on Nature and Society of Indian Himalayan Region (HRDC: University of North Bengal)	23-11-2021 to 29-11-2021
14.		Arpita Dasgupta	Assistant Professor	RC in Postcolonial Thought in Indian Literature (HRDC: North Bengal University)	07-01-2022 to 21-01-2022



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Sl. No.	Year	Name of the Participant	Designation	Title of the FDP -MDP- Professional Development - Administrative Training Program	Dates (From-To) (DD-MM-YYYY)
15.		Chandan Khan	Assistant Professor	RC in Postcolonial Thought in Indian Literature (HRDC: University of North Bengal)	07-01-2022 to 21-01-2022
16.		Ritu Rai	Assistant Professor	FIP (HRDC Kumaun University, Nainital)	21-02-2022 to 25-03-2022
17.		Shuvadeep Majumdar	Assistant Professor	FIP (HRDC Kumaun University, Nainital)	21-02-2022 to 25-03-2022
18.		Doyel Das	Assistant Professor	FIP (HRDC Jadavpur University)	13-06-2022 to 13-07-2022
19.	2022-2023	Souraditya Chakraborty	Assistant Professor	FIP (HRDC University of Burdwan)	12-07-2022 to 10-08-2022
20.		Biraj Kumar Barman	Assistant Professor	FIP (HRDC University of North Bengal)	18-07-2022 to 18-08-2022
21.		Kabita Roy	Assistant Professor	FIP (HRDC University of North Bengal)	18-07-2022 to 18-08-2023
22.		Nitay Mahanto	Assistant Professor	RC in Gender & Society: Theories and Action (HRDC University of North Bengal)	20-07-2022 to 02-08-2022
23.		Kabita Roy	Assistant Professor	Open Distance Learning, MOOCs and e-Content Development (HRDC University of North Bengal)	24-08-2022 to 30-08-2022
24.		Ritu Rai	Assistant Professor	RC (HRDC University of North Bengal)	09-09-2022 to 22-09-2022
25.		Kabita Roy	Assistant Professor	STC on Climate Change Disaster and Sustainability: Challenges and Future Road Map (HRDC: North Bengal University)	20-09-2022 to 26-09-2022
26.		Sanjib Singha	Librarian	RC in Library and Information Science (HRDC: Sambalpur University)	15-03-2023 to 28-03-2023



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Annexure VI

List of collaborative quality initiatives with other institution(s) during five years.

Sl. No.	No. Name of the MoU / linkage	Name of the institution / industry with whom the MoU / linkage is made, with contact details	Year of signing MoU / linkage	Purpose of the MoU/Linkage (internship, on-the-job training, project work, student / faculty exchange and collaborative research)	Duration of MoU / linkage
1.	Mou on Academic Collaboration	Department of History, Maynaguri College, Jalpaiguri	Sept, 2018	Faculty exchange	5 years
2.	Mou on Academic Collaboration	Mal Adarsha Bidya Bhavan, Mal Bazar West Bengal,	March, 2020	Faculty exchange, practical training to school students, exchange educational materials.	5 years
3.	Mou on Academic Collaboration	Gorubathan Government College, Kalimpong	March, 2020	Faculty exchange, exchange of scientific and technical material, joint workshop, seminars	5 years
4.	Mou on Community Welfare	Eso Haat Dhari, Lataguri, Jalpaiguri.	Dec, 2021 Renewed on Dec, 2023	Community welfare programs: education of children, health check-up, nutrition and health awareness, environment sanitization	2 years
5.	Mou on Cultural Enrichment and Exchange	Siliguri Cine Society, Siliguri	Jan, 2022	Film screening, conducting workshops. cultural exchange through films, collaboration with students/faculty with members interested in film and production	5 years
6.	Mou on Awareness and Protection of Nature and Biodiversity	Himalayan Nature and Adventure Foundation (HNAF)	March, 2022	Knowledge enhancement, to jointly conduct seminars and workshop on awareness and protection of nature and biodiversity of the Dooars area.	3 years
7.	Mou on Technical Training	George Telegraph School of Skill	May, 2022	Skill development and technical training sessions	
8.	Mou on Social Development	Mal Line, Nakti, Neora Line Tea-Garden Areas	May, 2022	Health-awareness camps, literacy camps, economic, Social intellectual development	5 years
9.	MoU on Academic Collaboration	Acharya Prafulla Chandra Roy Government College, Siliguri	July, 2022	Faculty exchange, quality initiatives, Research collaboration, Value based cultural and social initiatives	1 year



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Sl. No.	No. Name of the MoU / linkage	Name of the institution / industry with whom the MoU / linkage is made, with contact details	Year of signing MoU / linkage	Purpose of the MoU/Linkage (internship, on-the-job training, project work, student / faculty exchange and collaborative research)	Duration of MoU / linkage
10.	MoU on Career Guidance and Career Counselling	Frankfinn Institute for Air hostess training Center, Siliguri	August, 2022	Career counselling sessions	2 years
11.	MoU on Career Guidance and Career Counselling	M/s. Roy's Institute of Competitive Examination Pvt. Ltd. (here in after RICE Education)	August, 2022	Career guidance and counselling sessions.	2 years
12.	MoU on Career Guidance and Technical training	Brain Development Computer Academy, Malbazar	Sept, 2022	Career guidance and counselling. Technical training on mobile repairing, computer software and hardware networking	2 years
13.	MoU on Academic Collaboration	Banarhat Kartik Oraon Hindi Government College	Sept, 2022	Faculty exchange, quality initiatives,	5 years
14.	MoU on Academic Collaboration	Netaji Subhash Open University	Dec, 2022	Learner Support Center/Study Center for non-lab based post graduate programme	5 years
15.	MoU on Academic Collaboration	Prasannadeb Women's college Jalpaiguri.	May, 2023	Faculty exchange, quality initiatives, Research collaboration, Value based cultural and social initiatives	5 years



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