YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	**PANDIT RAGHUNATH MURMU SMRITI MAHAVIDYALAYA**
• Name of the Head of the institution	**DR. NEELANGSHU GHOSH**
• Designation	**PRINCIPAL**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**9434352426**
• Mobile No:	**9434352426**
• State/UT	**WEST BENGAL**
• Pin Code	**722150**
2.Institutional status	
• Affiliated / Constitution Colleges	**Affiliated**
• Type of Institution	**Co-education**
• Location	**Rural**
• Financial Status	**Grants-in aid**
• Name of the Affiliating University	**BANKURA UNIVERSITY**
• Name of the IQAC Coordinator	**MR ANIRBAN ASH**
• Phone No.	**8926164982**
• Alternate phone No.	**7407452551**
• IQAC e-mail address	**iqacprms@gmail.com**
• Alternate e-mail address	**anirbanash99@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	**https://prmsmahavidyalaya.ac.in/uploaded-files/3e910a0af41fd5cd5d6b8485f128459a.pdf**
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	**https://prmsmahavidyalaya.ac.in/uploaded-files/a953b633fecdfd1ce8411404fcc70e60.pdf**

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**B+**	**2.64**	**2017**	**12/09/2017**	**11/10/2022**
Cycle 1	**B**	**Nil**	**2007**	**31/03/2007**	**30/03/2012**

6.Date of Establishment of IQAC	23/06/2011

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	Nil	NA	Nil	0

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
• Upload latest notification of formation of IQAC	**View File**

9.No. of IQAC meetings held during the year	3
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes
• If No, please upload the minutes of the meeting(s) and Action Taken Report	**View File**

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

REGULAR MEETINGS WITH ALL THE STAKEHOLDERS

AWARENESS REGARDING POST-COVID NEW-NORMAL SITUATION AMONG ALL ITS STAKEHOLDERS

INITIATIONS HAS BEEN TAKEN REGARDING THE OPENING OF TWO CERTIFICATE COURSES - ONE IN SPOKEN AND COMMUNICATIVE ENGLISH AND THE OTHER IN YOGA.

AN ONE-DAY STATE LEVEL SEMINAR ON " CYBER SECURITY AND CYBER CRIME" IN ASSOCIATION WITH SARENGA THANA AND THE CYBER SECURITY CELL, BANKURA HAS BEEN SUCCESSFULY ORGANIZED ON 27/04/2022.

NUMBER OF ICT ENABLED CLASSROOMS ARE INCREASED.

ASSISTING THE DEPARTMENTS OR ORGANIZE STUDENT SEMINAR.

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

Plan of Action	Achievements/Outcomes
To enhance quality teaching – learning through student-centric interactive strategies throughout the session	Planning and organization of teaching schedules and time tables circulated to the students through website and whatsapp groups. Regular routine-wise online classes were taken through Google Meet and ERP and reports were submitted to the Principal and IQAC Coordinator. Regular classes were conducted and syllabus of all subjects were completed on time when the college reopened after the lockdown. Student Centric metho
Encouraging the Faculties to go through Orientation Program, Faculty Development Program, Refresher Course, Short-term Course through online mode as facilitated by HRDC centres.	Significant no of faculties had gone through this.
To continue social outreach program in order to make Social Awareness and inculcate the quality of responsibility among the Stakeholders.	NSS has actively taken steps to complete that part by organizing and assisting in the celebration of several days of subject and awareness program had been accomplished succesfully.
To obtain feedbacks from the appropriate Stakeholders in order to have a constant monitoring over the process and progress of functionalities within the institution.	Feedback on teaching and facilities provided by the college are taken from students, analysed and suggestions recommended and implemented for holistic improvement of the college. The Feedback from the teachers are also collected and analysed accordingly, after which the action has been taken.
To upgrade the library in respect of its functionalities by introducing appropriate software so that both the students and teachers can access the same remotely and be availed with the resources available in the library.	Discussion has been made and communications had been done with the appropriate forum, but due to the ongoing situation it can not be accomplished properly, the decision has been made that the implementation of KOHA software will be done by the next academic session.
To revamp the Career Counselling Cell in order to acknowledge and march towards a better future.	Due to the ongoing lockdown in can not be made practical, but its has been consulted and decided in the appropriate

	forum that this would be done as soon the college will reopen.
To complete the construction of the State Government funded Academic Building.	Almost sixty percent of the job has been accomplished.
Plan of introducing self-appraisalfor both teaching andnon-teaching staff.	The structure has been made and to be implemented from the next academic session onwards.
Plan of Green Audit and Environmental Audit.	Due to the ongoing lockdown in can not be made practical, but its has been consulted and decided in the appropriate forum that this would be done as soon the college will reopen.
Plan of organizing aprofessional training programmefor all the Non-teaching staffof this college.	Due to the ongoing lockdown in can not be made practical, but its has been consulted and decided in the appropriate forum that this would be done as soon the college will reopen.
Organizing student orientation program for newly admitted students.	This has been done accordingly and the newly admitted students are made aware of the modalities of the course and the curriculum design.

13.Whether the AQAR was placed before statutory body?   Yes

- Name of the statutory body

Name	Date of meeting(s)
GOVERNING BODY	26/07/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	24/03/2023

15.Multidisciplinary / interdisciplinary

Cohesive Maturity of all the parts and parcels is a necessity to inculcate health and beauty to an organic structure, naturally the attainment of perfection in terms of knowledge is principled upon the reliance and exchange of the ethics between the disciplines. The implementation of Multidisciplinary / interdisciplinary approach to education is a demand of the present academic scenario while keeping in mind The New Educational Policy, 2020, which is about to be introduced in our Institution. After the introduction of CBCS syllabus in the colleges under BankuraUniversity in 2017, the students get remarkable liberty topursue their studies through multidisciplinary combination. Theyare free to choose subjects according to their choice andacademic capability. This multidisciplinary pattern has notimposed studies upon them as burden but has opened up interestingjob-oriented avenues where they move freely with deep delight. The College is in its way to make plans and provisions to make surveys, necessary for the implementation of the structure and also the creation of Job opportunities. The Liberty to make combinations of the Subjects to study for the students is a way to accept the reliance and organic relationship between the disciplines.

16.Academic bank of credits (ABC):

Though still it is not been introduced in Bankura University, NEP 2020has provision for the introduction of Academic bank of credits (ABC), which is expected to be implemented shortly. It will allow the students to undertake UG and PG courses as per their choice of duration, they can, also, make the entrance and exit within a particular time period to complete/upgrade their academic journey. This is a kind of repository of credits that has to be awarded by the concerned authority.

17.Skill development:

The New Education Policy 2020 emphasizes on holistic development ofyouth of the nation and gives special importance to skilldevelopment to make the students self-reliant in particular and the nation in general.The IQAC of the college plans to collaborate with industries & NGOs and sponsoring agencies forsponsorship of skill-based courses. The training programmesorganized by these NGOs will open up avenues for future upliftment. While the regular subjects in both science and arts streams in the graduate level are pursued, the College has simultaneously offering master degree in the subjects like Santali, Bengali, Geography & Geo-Informatics. It is also interesting and a motivating a factor that the College is aiming to words creating better opportunity for its most significant factor that is the students through job-oriented courses like B. Sc. in Forestry (Four year degree course, the first of its kind in a general degree College where the graduate courses are of three years duration) and M. Sc. In Geo-Informatics which is thoroughly job oriented making its mark in the larger outside world ever since its inception. The College has an English Language Laboratory in which the students can have first hand demonstration and practice drill to inculcate the ways and methods of English language. This is directory related with the Department of English as offered by the University. In respect of the SEC or Skill Enhancement Courses, this laboratory plays a vital part in the overall enrichment of the skill pertaining to the subject. The College is also about to commence certificate course on Spoken English very soon. Regular observance of the days of national and state significant like Independence Day (15th August),

Republic Day (26th January), International Yoga Day, Environment Day, Birth anniversary of the persons of subjects etc. are regularly and methodically performed its facilitates the students to inculcate moral, social and civil values, lecture patterns, discussions, cultural performances etc. The two NSS unit of the College are functional and the volunteers under the guidance of the Programme Officers go through special camps, surveys made in the locality and in the adopted area, which is also a part of the skills developed in them that will eventually assist them to nurture appropriate skills related to that. Almost in all the discipline there is a provision for the development of appropriate skills. SEC Courses like Creative Writing, Business Communication, Yoga etc. are playing a significant role in respect of the nurturing of skill in their respective discipline. Naturally the students gradually learn to exert his trained ability and can modify the rhythm and pattern of living. The AECC (Ability Enhancement Compulsory Course) course with is compulsory for all the students helps the students to spur on communication skill.)

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

"Unity in diversity" — This has to be considered as the ethos of the true Indian identity. This polyphonic tuning is fairly observed and implemented in the syllabus of the University. Along with its Indian languages like Bengali, Sanskrit & Santali, English are playing a significant role in the enhancement and enrichment of the multi-ethnic and the multilingual context of the country. Language not only communicates, but also makes a meticulous reflection of the tradition and cultural within. It is not only outward linguistic communication but also catering and shearing the variegated cultural identities. Our curriculum includes a compulsory Environment Studies and English under its AECC and ACP courses. It has also MIL Courses containing options within Bengali, Sanskrit & Santali. This could be considered as the appropriate integration of the Indian knowledge system.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The institution facilitate orientation programmes in different Departments in order to make a more authentic and practical approach towards the curriculum for the students. Focus is made on the programmes objective and outcome which are also been uploaded in the website for better availability on the part of the students.

20.Distance education/online education:

The institution is on its way to facilitate Online classes which will play a key part for institutions adopting NEP 2020. The college has also its own process of having Online mode of learning as it is very much important and significant for making a combat against the pandemic situation. GOOGLE MEET and ERP are frequently used for this purpose.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	494

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	3348

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1723

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	746

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	16

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

3.2 Number of Sanctioned posts during the year	**19**

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

4.Institution

4.1 Total number of Classrooms and Seminar halls	**64**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**77.28**
4.3 Total number of computers on campus for academic purposes	**56**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

With the inception of the CBCS pattern in the session 2017-18, this college is strictly adhering to its affiliating university, i.e. BANKURA UNIVERSITY, regarding the curriculum and it is implemented accordingly for all the Graduate and Post-Graduate courses that are running in this college. At the very outset of every academic session , the Admission Committee alongwith Routing Sub-Committee prepares the plan and provision of the upcoming academic session and the minutes are kept documented. The routine is being displayed accordingly and all the Head of the Departments are requested to proceed and prepare assignments for the teachers. The departmental meetings are held in regular basis for monitoring the academic progression. Whatsapp groups and mails are used to make communication with all the stakeholders, especially the students for the catering of study materials, assignments. The e-governance is aptly maintained for registration, enrolment, form fill-up, admit cards download etc. An Examination Committee is functional for the management of Internal Examination and for the conducting of University Examinations. Feedback is taken accordingly and analyzed formally for making a proper study of the enhancement of the academic ambience of the institution. ICT tools are available for effective curriculum delivery and remedial classes are taken for assist the students suffering from different hindrances.

File Description	Documents
Upload relevant supporting document	**[View File](#)**
Link for Additional information	**Nil**

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

The College, a constituent College of BANKURA UNIVERSITY, is obliged to implement all directives of the University regarding continuous internal evaluation. These include the system of Internal Evaluation of Papers on Skill Enhancement Course, Ability Enhancement Compulsory Course and Internal Assessment in all Disciplines for all Papers, which have the provision of 10 marks per paper. The schedule for Class Tests/Assignments is notified to the students in advance and uploaded on the respective departmental Notice Boards, College Notice Board and in the College Website. The schedules announced are strictly adhered to. The Principal through different sub-committees of the College monitors the effective implementation of the schedule. Each department verifies the internal assessment data of the students before it is put for display for the students to check. Internal Assessment Data was uploaded on the University Portal with complete regularity and efficiency. Internal Assessment Data was sent to the University as it would have in normal times subsequent to the approval of the College authority. The College has a system of Student Feedback, which facilitates effective implementation of evaluation processes. Ensuring transparency, the system of evaluation is effectively implemented.

File Description	Documents
Upload relevant supporting documents	**[View File](#)**
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic	**B. Any 3 of the above**

council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	View File

1.2 - Academic Flexibility

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

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

28

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

2

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

61

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

61

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

This institute is always keen on inculcating values among its stakeholders and keeping in view of this philosophy this college is always giving appropriate motivation for conducting programmes like Birthday Celebration of the men of subject, Independence Day Celebration, Republic Day Celebration, Community Outreach Programmes by NSS, Special Camps (including Blood Donation, Free Health Check Up and Eye Check Up, Swachh Bharat Avijan, Janjatiya Divas Celebration, Students' Week Celebration, Teachers' Day etc. All these are to be considered as a step ahead towards bringing a culture in which the future citizens of India could get a nourishment suitable for their all-round development.

Environmental consciousness is roused and actions proper have been taken and this is quite in tune with the syllabus on Environmental Studies of Bankura University. Teachers are taking part in the workshop arranged by the university, though they have no major part in this but they can provide suggestions and modifications may be made as per the decision of the competent authority.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

9

File Description	Documents

Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

362

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2488

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

2246

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

2.2 - Catering to Student Diversity

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

The institution tries to keep up maintaining its authenticity and credibility throughmeticulous effort towards the teaching learning process students' seminar, mentoring,special/invited lectures, remedial coaching are strictly adhered to maintain propercatering. The writing of project report, assignment, field visit etc. are also plyingsignificant role regarding this.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)	
Number of Students	Number of Teachers
3348	57

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Educational Tours and Excursions are organized accordingly keeping with the syllabiprescribed by the affiliating university. Writing Project reports and organizing FieldVisit are alsoan important part in the over-all development of the students and thedepartments are taking care of this accordingly. These organizations are very significantin terms of building the confidence level of the students upward and making them ready tomeet the challenges of the larger competitive field. The provision of the Assignments arealso playing a significant role here. Moreover, the conduction of Student Seminar,Webinar and Seminars are arranged by the severaldepartments in orderto enhance thelearning experience of the students. Meeting and interacting withthe experts provideample opportunities for the students to have some first hand idea of the research worksand the trends that are in vogue inthe larger academicia. Different departments ofthe college organize student seminars, special lecture byeminent experts in different academic field, exhibitions, and workshops that makethe learning process more fruitful, enjoyable and also openup new window for the students. The laboratories of different department of the college are equipped with the necessary equipment, instruments and the timetables forthe practical-based subjects are framed insuch a way that students get maximum disclosure to hands-on practical work in the laboratories.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

In order to make the Teaching-Learning process more effective, the ICT tools are playinga significant role. But the ongoing Covid-19 pandemic situation makes the whole thing alot difficult and both the students and the teachers are to face a new normal situationby adopting the online mode of education. ERP software and Google Meet are usedextensively for the conduction of classes, study material availability, conducting ofSeminars, Viva-voce etc.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

57

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

2.4 - Teacher Profile and Quality

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

16

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

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

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

6

File Description	Documents

Any additional information	**View File**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	**No File Uploaded**

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

166

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	**View File**

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The College, a constituent College of BANKURA UNIVERSITY, is obliged to implement all directives of the University regarding continuous internal evaluation. These include thesystem of Internal Evaluation of Papers on Skill Enhancement Course, Ability EnhancementCompulsory Course and Internal Assessment in all Disciplines for all Papers, which havethe provision of 10 marks per paper in each program through Class Test and Assignment.The College adheres to the factor of student attendance in all assessments, which servesas an incentive for regularity and academic discipline. The schedule for ClassTests/Assignments is notified to the students in advance and uploaded on the respectivedepartmental Notice Boards, College Notice Board and in the College Website. Theschedules announced are strictly adhered to. Internal Assessment Data was uploaded on the University Portal with complete regularityand efficiency. Internal Assessment Data was sent to the University as it would have innormal times subsequent to the approval of the College authority. The College has asystem of Student Feedback, which facilitates effective implementation of evaluationprocesses. Ensuring transparency, the system of evaluation is effectively implemented.

File Description	Documents
Any additional information	**View File**
Link for additional information	**Nil**

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

Discrepancies or grievances of the students, if any, are assessed and resolved by departments before submission to the College and then accordingly to the University portal, which is an interface between the College and the University. The issue has first been handled departmentally by the concerned teacher and after acreful examination of theissue raised it is finally handed over to the Principal. After finall approval from the chair it is being uploaded accordingly in the concerned portal. In some cases speciallectures are also arranged. All kind of university examination related grievances are forwarded to the Controller of Examinations of Bankura University for timely redressal.

File Description	Documents
Any additional information	**View File**
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

It is not only the age-old class chalk and talk policy of taking classes that may suffice the need of the students in the modern day world. But to cope up with this situation boththe teachers and the students a proper exposure regarding the course outcome andprogramme outcome is to be considered as a matter of subject in order to inculcate ameticulous urge on the part of them, so that they would indulge themselves moreacademically in different spheres. The students are made aware by the teachers regardingthe Course Outcome and Program Outcomes at the very outset of the academic session. TheCourse Outcome and Program Outcomes are also available in the college website for bettervisibility on the part of all the stakeholders.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**https://fileserver.awm.in.net/1101033/2421675a833722b55bed1c691240b140.pdf**
Upload COs for all courses (exemplars from Glossary)	**View File**

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

The attainment of Program outcome and Course Outcome is made through regular based classtests, Internal Assessments by the college in accordance with the University guideline.Students Seminars and workshops are also arranged. But the pandemic situation made it abit problematic as being a part of the marginal area where the students are facing amplesocio-economic challenges, the adoption of on-line mode of education is not becomeavailable for all. Still the teachers are taking initiatives accordingly communicatingthem, in some cases, via telephonic mode to cope up with the situation. For the finalexamination the college has to follow the university guideline and after the examinationis done and the answer scripts are evaluated the university published results under CGPAsystem and in the whole process all the faculties of the affiliated colleges are takingactive part.

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

749

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	**View File**
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

https://fileserver.awm.in.net/1101033/bdae15b791d2891fabd8428be774630e.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

1

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**View File**

List of workshops/seminars during last 5 years (Data Template)	**No File Uploaded**

3.2 - Research Publications and Awards

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

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

10

File Description	Documents
Any additional information	**View File**
List of research papers by title, author, department, name and year of publication (Data Template)	**View File**

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

11

File Description	Documents
Any additional information	**View File**
List books and chapters edited volumes/ books published (Data Template)	**View File**

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year. Every individual has some responsibility towards the society. College has 2 active NSS wings. Various extension programmes are carried out by NSS and different departments of the college every year. A Vaccination Camp Programme was conducted by the NSS & College together where a lot of students were vaccinated on Covid-19. Community Awareness Program in Collaboration with Krishnapur Primary School was conducted with NSS. One day Blood donation camp was organized by the Red Ribbon Club (NSS) on 31/03/2022. Awareness Programmes on Blood Donation, HIV by the NSS units of the college. The Departments of Philosophy and Physical

- **Celebrated 75th Independence Day on 15.08.2021 at our college campus by NSS unit by hosting our national flag and celebrating "Azadi ka Amrit Mahotsav" with a view to celebrate patriotism and love for our motherland.**
- **Swachha Bharat/ Campus & Surrounding Cleaning Programme was organized by NSS Youth Day was celebrated by NSS unit.**
- **Blood Donation Camp was organized by NSS**
- **Republic Day was observed on 26/01/2022.**
- **Vaccination Camp for Covid-19**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**View File**

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	**No File Uploaded**
e-copy of the award letters	**No File Uploaded**

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non-Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

9

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1411

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

3.4 - Collaboration

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

0

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Keeping in mind the value and significant of physical facilities and infrastructural setup in the all-round development of a Higher Educational institution, PRMS Mahavidyalaya is very cautious and take necessary steps time to time. The College, at present, has 46 class rooms, one laboratory each for Department of Computer Science, Geography, Geo-Informatics, Physics and Chemistry, about 30 computers for academic purposes and 11 computers for the administrative purposes- these are in proper running condition and is able to facilitate the need in the concerned field. The College also have language laboratory in which the students are provided with guidance in order to make their communication skill upgraded. The teachers adequately make proper use of the ICT facilities available in the institution. The Class rooms are simultaneously used for remedial classes. The Central Library of the College, spreaded over about ten thousand square feet is a noteworthy part of the academic infrastructure which is well equipped with around twenty one thousand books, fourteen journal, two nos of digital database etc which offers students ample opportunities to go with texts along with references. The larger reading room place is also quite in tune with the demand on part of the students.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**Nil**

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

Our college provides the students with a number of facilities for cultural activities, games and sports.

Cultural activities –

- Cultural activities like drama, recitation, singing, dancing is performed by the students of the college on different occasions.
- NSS Units of the college arrange competitions in cultural and extracurricular fields among the children of the local adopted villages.

Games and Sports (Indoor and Outdoor) –

Our College has a beautiful playground with an area of 7850 sq. mt. Different teams of the college students practise Cricket, Football etc. The facilities of indoor games are Carrom, Chess etc. The sports equipments of the college include Football, with Jersey and Pants, Volleyball, Cricket set (bat, ball, wicket, gloves, helmet, pads), Carrom board, Shot put ball, Discus, Javelin, Measurement tapes.

Gymnasium –

There is a well-equipped gymnasium with the facilities like Trade mill, Cycle, Gym ball, sixteen station, Stepper etc.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**Nil**

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

6

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

6

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	**View File**

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

27.82

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

4.2 - Library as a Learning Resource

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

The process of automation in respect of the functioning of Library was started in the year 2017 with the software CAMS, presently the version running is CAMS 2.0. it facilitates the necessary library operations like cataloguing , Circulation, Acquisitions, Accession, Sl. No maintenance etc. the necessary details are there in the form of several modules which ensures transparency in the whole process. The Central Library of this College is on its way to implement KOHA software in near future.

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**C. Any 2 of the above**

File Description	Documents
Upload any additional information	**View File**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**View File**

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

.059

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

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

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

52

File Description	Documents
Any additional information	**View File**
Details of library usage by teachers and students	**View File**

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Keeping at per the space of development in the field of information technology, the institution makes necessary arrangement and amendment which include up gradation of computer and its peripherals including the inter connection via LAN and WI-FI time to time. Presently the College has installed network connection with the private organization PMPL, Meghbela Broadband. This connection is available library, Principal Chamber, Finance and Administrative section, IQAC office, and in some of the departmental offices and laboratories and in the English language lab. The Enterprise Resource Planning (ERP) software which is embedded with the ongoing College administration process, taking part in both the academic and administrative activities, is also getting updated time to time so that the said processes run through a smooth way. The CAMS software installed in the library is also significant in respect of its functioning.The process of automation in respect of the functioning of Library was started in the year 2017 with the software CAMS, presently the version running is CAMS 2.0. it facilitates the necessary library operations like cataloguing , Circulation, Acquisitions, Accession, Sl. No maintenance etc. the necessary details are there in the form of several modules which ensures transparency in the whole process. The Central Library of this College is on its way to implement KOHA software in near future.

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

4.3.2 - Number of Computers

56

File Description	Documents
Upload any additional information	**View File**
Student – computer ratio	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution	**A. ≥ 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**View File**

4.4 - Maintenance of Campus Infrastructure

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

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

3.71

File Description	Documents

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

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

The Governing Body is the highest body of the college. It constitutes the different committees like Finance Committee, Purchase Committee, Building Committee etc. by inducting some experienced members of the Governing Body, senior facultymembers including the non-teaching staff and students' representatives of the college. The proposal of different departments for their respective requirements are submitted to the Principal. These are subsequently placed in the GB meeting while finalizing the yearly Budget proposal of the college with due approval from the Government Body. For any kind of purchase like laboratory equipments, library books, computers, photocopier etc. above the amount of Rs. 20000/- (Rupees twenty thousand), Principal invites quotations through the college website. In case of expenditure of any Government grant (more than Rs 5.00 Lakh) Govt. rules are followed by inviting e-tenders with subsequent submission of utilization certificates. A minimum of 03 quotations are required for selection of the lowest one. All the resolutions of the Finance Committee and Purchase Committee are approved by the college GB. For annual maintenance contracts of the nequipments, generator, aqua-guards, photocopier and computers, Principal invites quotations in similar way with subsequent selection of the lowest ones in the Purchase Committee meeting.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

2622

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

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

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

6

File Description	Documents
Upload any additional information	**View File**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**View File**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**C. 2 of the above**

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**View File**
Details of capability building and skills enhancement initiatives (Data Template)	**View File**

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

0	

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

0	

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	**No File Uploaded**

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**View File**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

22	

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**View File**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

63	

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

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

2	

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**View File**

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0	

File Description	Documents

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

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Though since 2018 there is no elected Students' Union in the college, the college always tries to involve the students in several functions of the college-

- The students are also participating in the various sub-committees, which are functional for the convening of the regular activities of the college. In the committees like Magazine sub-committee etc they have an active role to play by communicating the issues to different stake-holders, organizing different programmes etc.
- Students play a functional role in the convening of NSS activities throughout the session.
- The funds, as allocated for different heads, like Fresher's Welcome, Annual Cultural Meet, Saraswati Puja budgets etc are spent through the mediation of the Students under the supervision of the Principaland some other designated office-bearers. Thus the studentsacts as a bridging link between the college authority and the general students ventilating the student's problem, grievances with a view to make the effort more comprehensive and meticulous.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	**View File**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

12

File Description	Documents
Report of the event	**View File**
Upload any additional information	**View File**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	**View File**

5.4 - Alumni Engagement

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

Tere is no registerd Alumni Association at this college. The process is on the way. Still there is a committee existing at college for this purpose. The members meet and their suggestions are accordingly taken into consideration at the IQAC.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	**View File**

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Goverrning Body : Being at the precipice of Academics and Administration and comprising of President, Principal, Teacher's Representatives, Govt. Nominee, University Nominee, Non-teaching representatives and Student representative, the Governing Body remains functional during this challenging period.

IQAC : The IQAC of the college remains active regarding the academic progression of the college. Starting from the Admission procedure, the issues of forming Academic Calendar, Master Routine,

Online Class arrangement, Study Material uploading, Examination, Evaluation, conduction Student Seminar etc the cell remains active and functional.

Office Management : The administrative affairs pertaining to the Office is also taken care of through the portals of CAMS and HRMS and ERP. Principal and IQAC took active and significant role in this.

Awareness programmes : In spite of the challenges imposed the college is always on the move to make awareness among its stakeholders, particularly the students. NSS units of the college also made significant contributions there.

Functioning of the Departments : All the departments along with the Principal and representatives from the appropriate authority convene a meeting to discuss about the modality of the classes and the platform that has to be utilized for that end.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

1. One such matter of subject is the Online Admission process for the smooth running of which an ad-hoc committee is formed comprising the Principal, Bursar, Heads of the Departments, Office Staffs and Students' representative. The committee is getting approved by the Governing Body and offered partial autonomy for its functioning. The Admission Committee frames the admission policies, intake capacities, fee structures etc. through meeting, keeping in view the directives of Bankura University and the Government of West Bengal. The process is transparent and after the publication of the merit list through several counselling process,which are variable in respect of the departments are getting filled up.
2. For effective implementation and improvement of the Institute, different sub committees and cells are formed biyearly in alternate academic session. Faculty members form a part of different committees entrusted with a range of activities of the Institute. This enables them to conduct various programs to showcase their administrative skills beside their inherent teaching skill. Faculty members are also encouraged to develop leadership qualities by taking charge of various academic, co-curricular and extracurricular activities. They are authorized to conduct industrial tours, form liaisons with industry experts, conduct field excursions.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Governing Body, through its various committees and the Teachers'' Council Sub-committees are always functional for the effective implementation of the plans and provisions which are strategic and perspective by nature. The IQAC provides support regarding the functioning of academic activities. The Admission Committee is there for the conduction of the Online Admission process through appropriate portal. The ERP software is constantly used for the execution of Academic and Administrative affairs.

The Academic Calendar for the conduct of examinations and evaluation is prepared by the Bankura University. Since the College is a Constituent College of the University, examination and evaluation are held as per the rules regulations of the University and the College strictly adheres to them.

The Departments define and elaborate the graduate attributes of the papers taught. These are documented to track the learning process and its objectives. Wherever possible, the scope of the curriculum is extended to enhance the horizons of learning through co-curricular activities and exposure to hands-on experience.

The procedure for admission of students annually is laid down by the Bankura University. The admission of the students follows an online mode and are done in accordance with the norms set by the University.

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

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

The orders from the Government and the affiliating University are always taken into account for the execution of the jobs pertaining to the policies, administrative setup, appointment and service

rules etc. Decisions on all important administrative and academic issues are undertaken by the Governing Body in compliance with the recommendations of IQAC and other statutory and non-statutory subcommittees.

The administrative set-up of the institution pertaining to the office works, library functioning, admission, jobs related to the Internal Examination and University examination are made through appropriate portal designated for that.

The payments of salaries, purchase of essentials, grants etc are assessed by the Principal in due consultation with the Bursar. The HRMS portal is functional. The office personnel like Head Clerk, Accountant and Cashier play a significant role here. If necessary, the Head of the Departments, IQAC Coordinator and also the Secretary of the Teachers' Council are there for assistance regarding the policy-making for different affairs.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	**View File**

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

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

6.3 - Faculty Empowerment Strategies

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

The college has devised various measures for the teachers and non-teaching staffs which are quite in tune with the State Government orders and there are some issues which are handled by the institution directly –

- The registered Cooperative society of the college is of ample scope for the and non-teaching staffs to avail loans with a simple interest scheme and it is also that the interest accrued from the capital loan amount is distributed accordingly as annual dividend.
- Duty leave is given to teachers for attending Refresher/Orientation Courses, conferences, seminars, workshops etc. There is also a provision for Special Leave for exigencies.
- The government instructions are strictly adhered for the execution of Casual Leave, Earned Leave and Medical Leave for all the employees. For the Female employees Maternity Leave and Child Care Leave provision is there.
- The college has also ensured "Swastha Sathi" and "Health Scheme" for all the employees, as applicable.
- The employees are allowed for Leave On-Duty in cases of attending Refresher Course, Faculty Induction Programme, Short Term Courses etc. The entire process of documentation and financial regards are taken care of by the college in any and every case of Career Advancement Scheme (CAS).

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

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

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

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

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

4

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

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

The IQAC of the college is functional in the appraisal for the teaching and non-teaching staffs in the college –

- The teaching staff of the college has been provided with a Daily Diary, in which they keep the data relating their classes taken, assignment completion and performance in the co-curricular and extra-curricular activities throughout the session. The teachers' performance are also taken into consideration while making questionnaire for the Student Satisfaction Survey and they are accordingly discussed and analysed for better future. Promotion of teaching staff strictly adheres to the norms laid down by UGC under the API scheme of promotion. The self-appraisal and the API score claims are verified by the IQAC and forwarded to the Principal who scrutinizes them and if satisfied, places the same before the Governing Body for recommendation for being forwarded to the Directorate of Higher Education, West Bengal.
- Performances of the non-teaching staffs are also taken into consideration through Leave Register maintenance, participation and preparation for the audit, conducting examination, asset register maintenance etc. The non-teaching casual staffs of the college are allowed increments disbursed from the college fund on the basis of their performance and which are accordingly passed by Governing Body.

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

6.4 - Financial Management and Resource Mobilization

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

The Government orders and guidelines are strictly followed regarding this. The mechanism is as follows –

- The Finance Committee of the College reviews the financial transactions and status of the College at regular basis. The committee approves the projects/schemes considering the priority and financial liability.
- The external financial audit is done through an auditor nominated the Director of Public Instruction, Govt of West Bengal. Before going through the process an internal audit is done by a committee nominated by the Principal for the same comprising of the Principal, Bursar, IQAC coordinator, Secretary of the Teachers' Council, Head Clerk, Cashier, Accountant and one member from the Finance Committee approved by the GB. After this the cash book, the balance sheet, income-expenditure statement, Utilization certificates, Asset Register, Stock Register are placed before the auditor accordingly. After conducting the audit work, initiatives have been taken to rectify the errors, mistakes and process not properly followed, if any, as detected by the auditors. The auditor's suggestions, and advice are welcome for upgrading financial activities.

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

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

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

0

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

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

To facilitate optimal output through the proper maintenance and utilization of physical, academic and support facilities, the college budget is made, at the beginning of every financial year, on the basis of needs. The said budget is first discussed in the Finance Committee and then sent towards the Governing Body for final approval.

- The different committees and departments are accordingly made linkages with the appropriate forum to make their needs and demands fulfilled. There are provisions for ad-hoc maintenance in the fields like laboratory and office machineries, internet facilities, plumbing, electricity, computers, first aid assistance etc.
- For the maintenance of Wi-Fi- related gadgets, computers and it's peripherals and servers that is the I.T infrastructure is always a matter of subject and provided with regular maintenance and in some cases the AMC given accordingly.
- For all academic requirements like books and journals, laboratory equipment's, chemicals, regents, specimens, IT facilities, organizing special lectures, organizing seminars or workshops demands are placed by the departmental heads and an approximate budget is made accordingly. The proposal is then sent to the appropriate authority for final consideration, and notifications for quotations, tenders (online and offline) are displayed, strictly following the Financial Governmental rules.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC of the college is always keeping an eye on the academic progression of the college and also made significant contributions in the administrative affairs.

- Throughout the session the IQAC remains functional in encouraging faculties in participating in the Faculty Induction Programme and Refresher Courses and Short Term Courses. The faculties responded significantly
- Student Seminar has been organised by the departments under the aegis if IQAC, which is quite in tune with the all round development of the academic progression of the college.
- Awareness programmes are organized through online mode. Sensitization of the students regarding gender issues and the ongoing pandemic situation are well organized.
- Assists in the regular submission of Annual Report and data in the AISHE portal.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC of the college keeps a curious and meticulous eye on the teaching learning process, structures & methodologies implemented by the departments –

- All the departments arrange meetings to monitor the progression of the academic progression, which are simultaneously conveyed to the IQAC for further discussion. In some cases the

Coordinator of IQAC remains present on the same to have a firsthand experience of the same. The events are discussed accordingly.

- IQAC arranges meeting with all the Head of the Departments to consider the conduction of Student Seminar, Internal Assessments, Field Visits and other allied activities in order to have a better academic environment. The teachers are also made aware of the latest techniques and modes so that they can cope-up with the new normal situation.
- The IQAC is also functional in motivating the teachers to participate in Faculty Induction Programme and Refresher Courses and Short Term Courses.
- Learning outcomes have been assessed through the unit tests, viva voce, seminar presentation at periodic intervals as also mediated through the IQAC set up. The incremental improvements of the students in various activities are recorded by the departmental teachers.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	**View File**
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

To address the global issue of gender equity, the institution constantly monitors its activities promoting the ethics of equity through different plans and programs. Sensitization program among the teachers and students are frequently on the board in order to keep the equilibrium between the two separate identities known as the male and the female. The college also provides equal opportunities to both the students in the activities including NSS, Games and sports, Cultural etc. Other than these the institution is constantly on its way to preserve and sustain an equity between these two sexual identities –

1. The women cell of this college is functional, and keeping in the vision and mission of the college regularly interacts with the students particularly the female ones in order to keep them sensitized regarding the issue of Gender Equity.
2. Participation in NSS, Cultural activities and in Sports activities are encouraged in order to promote the sense of equity and an all round participation in the activities of the college.
3. Separate Common Rooms with the basic amenities like Drinking Water and Toilet, are there in the Campus.
4. Entry into the college is accessed only through the College ID card presented.
5. CCTV Cameras are installed and maintained accordingly in order to keep a thorough observation in all the nook and corner of the Campus.
6. IQAC in association with the Womens' Cell of the College arranged a webinar on Gender Equity on 23.11.2020 to promote the values allied to the context.

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

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

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	**View File**

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

Rather than imposing Law upon the stakeholders the institution cherishes and nourishes the idea of rousing an awareness so that an all round effort would be generated regarding the issue of environmental pollution and its impact on the climate –

1. Non-bio degradable Waste Management: The Solid Wastes are collected and segregated accordingly from different location of the college premises and dumped in a space outside the College Campus. Dustbins of blue colour are available in every part of the campus for this purpose.
2. The bio degradable Waste Management : The Liquid Wastes are initially collected also initially in the green colour dustbin and are also disposed accordingly with proper measure.
3. E-waste Management : The College collects accordingly the rejected computers and its peripherals, some other items like the damaged battery of an Inverter and collected them in a separate place identified for the purpose.
4. Electrical waste Management : The Rejected Bulbs, Tubes and other Peripherals are stored in a space officially identified with. They are accordingly disposed time to time through proper measure.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**View File**
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	**View File**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Any other relevant information	**View File**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants**	**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Any other relevant documents	**View File**

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**D. Any 1 of the above**

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and	**B. Any 3 of the above**

information : Human assistance, reader, scribe, soft copies of reading material, screen reading	

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**View File**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Name of the activity Youth Day Celebration Blood Donation Camp Health Awareness Programme Swachha Bharat/ Campus & Surrounding Cleaning Programme World Forestry Day/International Day of ForestCelebration Community Awareness Program in Collaboration with Krishnapur Primary School Repablic Day Celebration Independence Day Celebration Vaccination Camp for Covid International Santali LanguageDay observation Saraswati Puja Annual Cultural Programme Rabindra Jayanti Birthday Celebration of Pandit Raghunath Murmu World Environment Day

Strictly adhering the Government Guidelines the college is always in its way to show case the Ethos of 'Unity in Diversity' amongst all its stakeholders. During Different Festivities Pertaining to different communities all the stakeholders exchange words of pink and wishes and thus shows and establishes communal harmony. The College always insists upon catering proper sensitization in order to eradicate discrimination among its stakeholders.

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

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

The Issues like Values, Rights, Duties and Responsibilities, Which are considered as the Constitutional Obligations, are always cherished, nourished, catered and encouraged among all the stakeholders of PRMS Mahavidyalaya.

- **Human Values: This is catered directly through the curriculum with in the class. But outside the class boundary there are also several activities optimized and organized by NSS, Cultural Sub-committee, just like the celebration of Rabindra Jayanti,Netaji Jayanti, Independence Day and Republic Day celebration, are also to be considered as a step forward to cater Human Values amongst its stakeholders. Participation in Youth Parliament, Organized by the Government of West-Bengal, is encouraged.**
- **Professional Ethics: The Code of Conduct in which the professional Ethic is implemented is there, available for all its stakeholders in the college website. The Admission and Examination Procedure is fair and transparent.**
- **Maintenance of the Campus: Both the two NSS units of the College and The Department of Forestry in particular keep an eye with the true and proper maintenance of the Green within the College Campus. Several Programs like Swachh Bharat, Cleanliness of the Campus are arranged accordingly. The College Ground is taken a meticulous care of by the Department of Physical Education.**

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

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

File Description	Documents
Code of ethics policy document	**View File**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**

Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The Days of Subject, both of National and International are organized and celebrated during the session. Due to COVID-19 pandemic situation most of the programs were held virtually. This Facilitates the stakeholders to keep up with the values of vision and mission of the Institution-

- Independance Day Celebration on 15.08.2021
- Teacher's Day on 05/09/2021
- International Santali LanguageDay observation 22/12/2021
- Youth Day Celebration 12/01/2022
- Netaji Jayati Celebration on 23.01.2022
- Republic day Celebration on 26.01.2022
- Saraswati Puja 04/02/2022
- Annual Sports 15/03/2022 & 16/03/2022
- Annual Cultural Programme 22/03/2022 to 23/03/2022
- Birthday Celebration of Pandit Raghunath Murmu 05/05/2022
- Rabindra Jayanti 09/05/2022
- World Environment Day 05/06/2022
- International Women Day Celebration on 08.03.2022
- One day Seminar on Health Awarness Programme on 31.03.2022

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

7.2 - Best Practices

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

Best practice -I : Utilization of Syllabus.

At the beginning of each session the Head of the Departments convene the meeting for utilizing the whole syllabus and distribute the task of unitization of syllabus among the faculty members of the Department and the whole activities are monitored by him. After that the matter is discussed item wise and then the unitized syllabus is circulated to the students. The whole syllabus is also divided accordingly and the tentative dates of Class Tests and Internal Assessments are also announced.

Best Practice -II : implementation of online mode from admission to attendance to assessment

At the very beginning of the academic session a new batch of students got admitted through the online mode via appropriate portal from the competent authority. The process is transparent and after the publication of the merit list through several counselling process the seats, which are variable in respect of the departments are getting filled up.

The college authority along with the respective departments conducts class tests, student seminar, Internal Assessment (University) etc. Now finally for the assessment part, the departmental functionalities are taken care of by the respective departments through regular based meetings .

File Description	Documents
Best practices in the Institutional web site	**View File**
Any other relevant information	**View File**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Center of excellence in JungalMahal, Pandit Raghunath Murmu Smriti Mahavidyalaya, named after the inventor of the Santali Script and renowned scholar Pandit Raghunath Murmu, is dedicated to tribal revival through the promotion of tribal culture and values. The college embodies the ethos of harmonious coexistence between humans and nature, promoting sustainable development.Our institution is committed to preserving and promoting indigenous culture. The MA in Santali provides unique opportunities for students, particularly those from backward classes and first-generation learners, to pursue higher education. This program fosters cultural preservation and socio-economic upliftment.The college's pioneering four-year Bachelor's degree in Forestry, the first in the state, equips students with modern techniques in forestry, biodiversity conservation, and management, creating livelihood opportunities and promoting environmental sustainability. Industry partnerships offer internships and research projects in Jangal Mahal. Our M.Sc. in Geo-Informatics isa distinctive aspect of PRMS Mahavidyalaya. Integrating geospatial analysis, mapping, and technology, this interdisciplinary program prepares students for careers in GIS analysis, remote sensing, urban planning, and environmental management. The growing demand for geospatial expertise ensures diverse placement options. PRMS Mahavidyalaya remains steadfast in promoting linguistic

diversity, cultural preservation, and social harmony, honouring Pandit Raghunath Murmu's legacy and contributing to the socio-economic and cultural advancement of the region.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	**View File**

7.3.2 - Plan of action for the next academic year

- **To introduce a Digital Library to support research activities and provide learning resources.**

- **To invite renowned scholars from different parts of India and abroad for giving extension lectures to the students and faculty of the college. • To maintain a Digital Library to support research activities and provide learning resources. • Registration of the Alumni Association of the college. • Upgradation of library (KOHA). • To establish facilities in our college for developing e-contents anand e-pathshala. • To prepare and apply for National Institutional Ranking Framework. • Introduction of Add on / Certificate courses • To establish facilities in our college for developing e-contents anand e-pathshala.**

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