



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	PANDIT RAGHUNATH MURMU SMRITI MAHAVIDYALAYA
Name of the head of the Institution	Dr. Kuntal Kanti Chatteraj
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03243259236
Mobile no.	7718300300
Registered Email	prmsmahavidyalaya@yahoo.co.in
Alternate Email	anirbanash99@gmail.com
Address	VILL-BARAGARI, PO-JAMBONI, PS-SARENGA, DIST-BANKURA
City/Town	BANKURA
State/UT	West Bengal
Pincode	722150

2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Mr. Santimoy Khan
Phone no/Alternate Phone no.	03243259236
Mobile no.	9475939165
Registered Email	iqacprms@gmail.com
Alternate Email	anirbanash99@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://prmsmahavidyalaya.ac.in/uploaded-files/62bc318202b1a44ef457b0c69b859f2c.pdf
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4. Whether Academic Calendar prepared during the year

if yes, whether it is uploaded in the institutional website: Weblink :	Yes
	https://prmsmahavidyalaya.ac.in/uploaded-files/92edd7d41b50ae1a6a7abf3c1321ea64.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To

2	B+	2.64	2017	12-Sep-2017	11-Sep-2022
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6. Date of Establishment of IQAC

23-Jun-2011

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Swachha Bharat	21-Nov-2019 2	515
INTERNATIONAL SANTALI LANGUAGE DAY OBSERVATION	22-Dec-2019 1	144
COLLEGE FOUNDATION DAY CELEBRATION	20-Oct-2019 1	483
YUVA DIWAS	12-Jan-2020 1	61
QUIZ CONTEST	21-Dec-2019 1	85

L::asset('/'),'public/').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'.\$.instdata->upload_special_status)}}

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No faculty	NA	None	2020 0	0

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

Yes

Upload latest notification of formation of IQAC

View Link

10. Number of IQAC meetings held during the year :

3

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

Yes

Upload the minutes of meeting and action taken report

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

No

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

- Regular IQAC meetings (3) were arranged, 2 exclusively with IQAC members and advisors and 1 incorporating all the faculty members of the college
- Both AQAR 2018_19 and AISHE data were timely submitted.
- Feedbacks from Students were timely collected, analyzed, and used for further improvements.

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

Plan of Action	Achivements/Outcomes
1. Technology be developed for Class room teaching.	1. Building for different dept constructed from RUSA fund and a new building started
2. At least 2 ICT based class room be developed.	2.Lab of different Dept. upgraded fron RUSA fund of amount Rs. 20 Lakh (Rs. Twenty lakh)
3. More computers be purchased and to be allotted to the Dept. for upgradation of Science Lab. And class room teching	3. Books has been purshed from RUSA funded.
4. Certificate course as addon course be introduced.	4. Teacher hostel constctuted.
5. Study materials be developed.	5. Study material developed by the faculty members.

6. College journal one for Science Dept. & one for Arts Dept. be started. Science Journal Convenor- Dr. Jaidul Islam & Arts/Social Science Jt. Convenor- Dr. Sanghamitra Sinha & Mr. Anirban Ash	6. NSS Dept. developed medical garden with the help of Forestry Dept.
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
GOVERNING BODY	26-Jul-2023

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2020
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Date of Submission	22-May-2020
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17. Does the Institution have Management Information System ?	Yes
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If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	<p>■■■■ MANAGEMENT INFORMATION SYSTEM . . . PRMS Mahavidyalaya has incorporated CAMS (since 2012) and ERP(since) for increasing the efficiency in the management of our educational institution. CAMS enabled our college to reduce paperwork, improve work efficiency, reduce administrative workload of academic staff, eliminate work duplication, and save time. The List of modules included in our system is as follows: MASTER CREATION MODULE: It facilitates main group, course name, course year, papers and subcombination, fees name and group, yearly fees, session charge and hostel related information creation, which makes the whole process easy and smooth and reduces much use of paper and time. ADMISSION MODULE : It provides option for admission form fillup, editing of student data, maintaining of studentship, concession or discount entry, Identity Card generation, Sending messages to students to intimate important information, University registration and form fillup, entry for different Govt. schemes like Kanyashree, attendance and marks entry of the students and updating of student status. All of these are playing significant part in respect of the daytoday running of the college. ASSET MODULE : It is also very significant to maintain asset details or also maintain a register for the stock in different offices accordingly and it is very useful to make necessary amendments and upgradation and generate the details in a few clicks. PAYROLL MODULE: The payroll module is also very significant to maintain the details regarding payment and other things. FEES COLLECTION MODULE: Prints Cash Receipts, advances, or Bank Challans as per collection procedure. Tracks Student Fees pending / outstanding dues as per different headings provides summary reports of outstanding dues of students, generates ledger for necessary heads. ACCOUNTING MODULE: Creates daily Fee/ Fine Collection vouchers automatically, enters cash and bank receipts/payments vouchers, prints reports like cheque register, Cash Book, General Ledger, Income and Expenditure statements and Balance Sheet. REPORT GENERATION MODULE : Makes paperwise report, individual studentwise report, course name wise report, main groupwise report, voter list report, malefemale report and details, university form fillup report and other allied reports. Other than these options the Finance</p>
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Section of the College has a separate module with the name WBIFMS for the management of payments of all the staffs getting payment from the Government. It is also very significant in the sense that every employee can generate their own login Id and password to manage and view their finance related profile. The ERP is also significant from the point of view of Academics which is beneficial for organizing online lecture, seminar, Exam, Study Material upload (both in audio, audiovideo, PPT format)etc.

Part B

CRITERION I - CURRICULAR ASPECTS

1.1 - Curriculum Planning and Implementation

1.1.1 - Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Our University prepare syllabus. During preparation of syllabus, our teacher participated in the syllabus committee meeting and put their suggestion. All Department after getting syllabus circulate it to the students. As the CBCS system introduced, teachers all the Departments divides the whole syllabus according to the number of teachers and responsibilities assigned to teachers in the Departmental meeting. The decision are circulated among the students.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Nil	Nil	Nil	0	NA	NA

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NA	Nil

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1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Hons in Bng,Eng, Sns,Snt, Phi, Pls, Hst	01/07/2018
BA	Programme in Bng, Eng, Snt, Sns, Hst, Phi, Pls, Phy Edu, DFS	01/07/2018
BSc	Hons in Math, Com. Sc., Forestry, Geo	01/07/2018
BSc	Programme in Math, Chem, Phys, Geo	01/07/2018
MA	Bengali, Santali, Rural Development	01/07/2018
MSc	Geography, Go- Informatics	01/07/2018

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 - Curriculum Enrichment

1.3.1 - Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nil	0

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1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Mathematics (Honours)	4
MSc	Geo-Informatics (PG)	3
MSc	Geography (PG)	20
MSc	Geography (PG)	18
BSc	Geography (Honours)	22
MA	Santali (PG)	45
BA	Santali (Honours)	28

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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained

At the end of the Semester the printed form of feedback are available in the office of IQAC. Students filling the form put to on the drop box which is kept in front of the College office, Library. Then all the form are analysed by the feedback committee. The report is discussed in the IQAC meeting steps taken accordingly.

CRITERION II - TEACHING- LEARNING AND EVALUATION

2.1 - Student Enrolment and Profile

2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	B.A. HONS	476	7431	300
BA	B.A. PROGRAMME	1724	2923	1048
BSc	B.SC HONS	105	1088	39
BSc	B.SC PROGRAMME	82	62	7
MA	M.A. AND M.SC	126	70	70

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2.2 - Catering to Student Diversity

2.2.1 - Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	3616	140	42	3	22

2.3 - Teaching - Learning Process

2.3.1 - Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
67	47	14	7	2	3

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Student mentoring system is available in the College at different levels: academic, personal and psycho-social support, professional and career counseling and other services. Student mentoring system was facilitated and continued online quite remarkably and successfully. Academic counseling is available for all students. The students are mentored at the time of admissions on the nature and prospects of the discipline that they wish to choose. Later, the new entrants are mentored at the time of Orientation. In addition, Tutorial Classes facilitate one-to-one interaction between the mentor-mentee. In the Tutorial Classes, the teachers meet smaller groups of students to help them in resolving their curricular and other academic needs. In these classes, the students can discuss their academic and discipline related problems without any hesitation or peer pressure. Tutorial Classes are significantly valuable for slow learners and Hindi medium students. The faculty mentors the students in writing research papers and projects and presentations. More importantly, the faculty mentors the students on matters related to higher studies, choosing an option for the future and/or any support or guidance for their different entrance tests. Similarly Extension Activities like NSS, Community Outreach Programs, Extra-Curricular Activities and Students Union have faculty mentors who advise and guide the students in organizational and leadership qualities and building peer rapport and interaction within these societies. In addition to mentoring by their respective teachers, the students are counseled and mentored on different career options by Career Counselling Cell (CCC) of the College. It organizes employability skill workshops such as communication skills, self-presentation especially during interviews, resume writing, soft skills etc. Computer skill development programs, held regularly, are availed by all such students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3756	45	1 : 83

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers appointed during the year**

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
19	16	3	2	6

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	NIL	Nil	Not Applicable

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2.5 - Evaluation Process and Reforms**2.5.1 - Number of days from the date of semester-end/ year- end examination till the declaration of results during the year**

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
Nil	THERE ARE MORE THAN TEN PROGRAMS IN THIS SECTION	Nil	Nil	Nil

[View Uploaded File](#)**2.5.2 - Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)**

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 in each program through Class Test and Assignment. The College adheres to the factor of student attendance in all assessments, which serves as an incentive for regularity and academic discipline. 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. 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. 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.

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

Since the College is a Constituent College of Bankura University, the Academic Calendar prepared by the University for the Conduct of Examinations and other related matters are strictly adhered to by the College and followed in letter and spirit. The College carried out the instructions of the University related to online examinations smoothly and efficiently. In accordance with the directives of the University Online and Offline Practical Exams were conducted for both 'intermediate' and 'terminal' students. The College facilitated the University Prescribed Examination format for the Students. Complying further with the University Notification, the College facilitated off-line examination and supported the infrastructural needs of the students, particularly that of the differently abled students. While the College follows the norms laid down by the University, it is free to supplement them to ensure academic standards and transparency. Stakeholders are informed about all the norms and directives received from the University through the College Prospectus that contains all the information on Academic Calendar and Conduct of Examinations. Rules and regulations regarding examinations and academic calendar are further informed by the College for the new entrants. All directions received from the University regarding Academic Calendar and Conduct of Examinations is communicated to the Faculty through WhatsApp Group, Email and is also uploaded on the College Website and College Notice Boards. The directives of the University pertaining to these are informed and discussed by the Principal in the Teachers' Council. The Internal Assessment Data is uploaded on the University Portal formally and accordingly. It is sent to the University only after the final verification from the Principal's end.

2.6 - Student Performance and Learning Outcomes**2.6.1 - Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)**<https://fileserver.awm.in.net/1101033/2421675a833722b55bed1c691240b140.pdf>**2.6.2 - Pass percentage of students**

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
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FILE ATTACHED AS THERE ARE MORE THAN 10UNITS	Nill	BA, BSc, MA, MSc	580	294	50.68
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2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://fileservr.awm.in.net/1101033/ff15ef3c4eb4928f1d4dc638c96dd203.pdf>

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NA	0	0

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3.2 - Innovation Ecosystem

3.2.1 - Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
A FIVE DAYS WORKSHOP ON THE ADVANCE USE OF ARC-GIS FOR URBAN PLANNING (COLLABORATION WITH CAD CENTRE, JADAVPUR UNIVERSITY)	GEOGRAPHY	09/12/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	Nill	NA

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nill

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3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	History	1	0
National	BENGALI	2	0
International	GEO-INFORMATICS	3	0
National	GEO-INFORMATICS	1	0
National	GEOGRAPHY	1	0
National	PHYSICS	1	0
International	GEOGRAPHY	2	0
National	Forestry	1	0

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3.3.4 - Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
GEO-INFORMATICS	1
GEOGRAPHY	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Urban Environmental Retrogression And Measures For Its Mitigation: A Case Study Of Berhampore, Murshidabad	Samiran Dutta	Journal Of Information And Computational Science	2019	0	PRMS Mahavidyalaya	0
Wood Specific Gravity Of Temperate Forest Species Of Garhwal Himalaya, India.	Subhasis Mahato	Indian Forester	2020	0	PRMS Mahavidyalaya	0

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Changing Pattern Of Urban Landscape And Its Effect On Land Surface Temperature In And Around Delhi	Arnab Kundu	Environmental Monitoring And Assessment	2019	142	0	PRMS Mahavidyalaya
An Appraisal Of Flood Events Using IMD, CRU, And CCSM4-Derived Meteorological Data Sets Over The Vaigai River Basin, Tamil Nadu (India)	Arnab Kundu	Sustainable Water Resources Management	2019	35	0	PRMS Mahavidyalaya
An Estimation Of Hydrometeorological Drought Stress Over The Central Part Of India Using Geo-Information Technology	Arnab Kundu	Journal Of The Indian Society Of Remote Sensing	2020	55	0	PRMS Mahavidyalaya
Dielectric Investigation On Some Binary Mixtures Of Hockey-Stick-Shaped Liquid Crystal And Octyloxycyanobipheny	Anish Chakraborty	Phase Transitions	2020	51	0	PRMS Mahavidyalaya
Wood Specific Gravity Of Temperate Forest Species Of Garhwal Himalaya, India.	Subhasis Mahato	Indian Forester	2020	14	0	PRMS Mahavidyalaya
Urban Environmental Retrogression And Measures For Its Mitigation: A Case Study Of Berhampore, Murshidabad	Samiran Dutta	Journal Of Information And Computational Science	2019	27	0	PRMS Mahavidyalaya

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

Number of Faculty	International	National	State	Local
Presented papers	6	3	Nil	Nil
Attended/Seminars/Workshops	2	2	Nil	Nil

3.4 - Extension Activities

3.4.1 - Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
INDEPENDENCE DAY OBSERVATION	NSS	23	87
TEACHERS' DAY CELEBRATION	STUDENT	45	378
INTERNATIONAL SANTALI LANGUAGE DAY OBSERVATION	DEPARTMENT OF SANTALI	15	129

NETAJI BIRTH DAY OBSERVATION	NSS	8	45
REPUBLIC DAY OBSERVATION	NSS	12	86
SARASWATI PUJA CELEBRATION	STUDENT	48	1572
COLLEGE FOUNDATION DAY CELEBRATION	STUDENT	38	455
YUVA DIWAS	STUDENT	12	49
QUIZ CONTEST	NSS	4	85
SWACHHA BHARAT	STUDENT	12	503

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3.4.2 - Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	0

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3.4.3 - Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Excel attached	See excel	See excel	48	2936

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3.5 - Collaborations

3.5.1 - Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NA	0	0	0

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3.5.2 - Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NA	NA	NA	Nil	Nil	0

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3.5.3 - MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NA	Nil	NA	0

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CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
111.5	110.24

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added

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4.2 - Library as a Learning Resource

4.2.1 - Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
CAMS	Partially	2.0	2017

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	14685	10208559	2690	853922	17375	11062481
Reference Books	2480	102480	20	4977	2500	107457
Journals	14	0	0	0	14	0
Digital Database	1	0	0	0	1	0
CD & Video	42	0	0	0	42	0
Library Automation	1	0	0	0	1	0

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4.2.3 - E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	Nil

No file uploaded.

4.3 - IT Infrastructure

4.3.1 - Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	57	5	11	2	1	17	31	100	3
Added	0	0	0	0	0	0	0	0	0
Total	57	5	11	2	1	17	31	100	3

4.3.2 - Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	Nil

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilities
2.35	1.62	3.7	2.75

4.4.2 - Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

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 the demands made by different stake-holders. The said budget is first discussed in the Finance Committee and then sent towards the Governing Body for final approval, after which it is made operational throughout the session. 1. Maintenance of Academic Facilities- 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 or the teachers of the departments concerned in writing. The Stake-holders are also asked to place an approximate budget regarding this. The proposal is then sent to the appropriate authority for final consideration, and accordingly it is made operational. Notifications for quotations, tenders (online and offline) are displayed, strictly following the Financial Governmental rules. The appropriate committee on the basis of the approved budget takes majors regarding the modality of the whole process. 2. Maintenance of Physical Facilities- As the college do possess a large physical infrastructure, it is almost a daily necessity to incur a substantial physical maintenance cost. The different committees and departments are accordingly make linkages with the appropriate forum to make their needs and demands fulfilled. The classrooms and laboratories are taken care of in daily basis. There are provisions for ad-hoc maintenance in the fields like laboratory and office machineries, internet facilities, plumbing, electricity, computers, first aid assistance etc. , and all these are strictly in adherence of the need and demand of the concerned sections. The maintenance of the building, the car shade, cycle stand, pump house are also facilitated with due care and concern in an on call basis and when necessary. Major issues, if raised, are accordingly and formally sent to the appropriate office or committee and the actions are taken accordingly as per the urgency of the situation. The toilet blocks are clean in a regular basis. Wooden items are specially taken care of as the whole area is very much affected by termites or white ants in these emergency cases local vendors are asked in order to smoothen and

quicken the process. 3 Maintenance of I.T. infrastructure- 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 from appropriate vendors. In some cases the AMC given accordingly. 4. Others- As the college have a large campus of its own, there is a necessity of regular cleaning, for which a cleaning staff is appointed in a regular basis and all the buildings are appropriately taken care of. Other than this cleaning staffs are appointed in a casual basis who are treated as daily labours, keeping in mind the urgency of situation the NSS volunteers also play an active role regarding this. The college garden is also properly taken care of.

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Aid Fund	28	9610
Financial Support from Other Sources			
a) National	NSP, SVMCM, Kanyashree etc	2625	21699200
b) International	Nil	Nil	Nil

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5.1.2 - Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
GYM	07/08/2019	73	PRMS MAHAVIDYALAYA
KARATE	12/08/2019	12	PRMS MAHAVIDYALAYA
Yoga	23/08/2019	24	PRMS MAHAVIDYALAYA

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5.1.3 - Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	NA	0	0	0	0

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5.1.4 - Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA	0	0	WBP etc	72	14

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5.2.2 - Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	28	BA BSc	Different	See excel	MA, B Ed

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5.2.3 - Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	4

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5.2.4 - Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
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[View File](#)**5.3 - Student Participation and Activities**

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	NA	Nil	Nil	Nil	Nil	NA

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

Representation of the students in various bodies plays a significant role in the academic and administrative progression of the college. Keeping in mind the ethos established by the Radhakrishnan Commission, the college has always provides thrust in the building of leadership acumen within the students. Though since 2018 there is no elected Students' Union in the college as per Govt order No.337L/OM-112L/2018 the college always tries to involve the students in several functions of the college- • The Students' Union is formed as per the guidelines of the University and the Government orders are also taken into account. First class representatives are elected. Then among them the different position holders are elected accordingly. One member from that union, preferably the General Secretary of the Students' Union has been nominated in the apex administrative body of the college, that is The Governing Body. • 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, Cultural Sub-committee, Sports Sub-committee, Admission Sub-committee 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 respective Teachers-in-charge and some other designated office-bearers. Thus the students acts 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.

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

0

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

0

5.4.4 - Meetings/activities organized by Alumni Association :

0

CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 - Institutional Vision and Leadership**

6.1.1 - Mention two practices of decentralization and participative management during the last year (maximum 500 words)

PRMS Mahavidyalaya do have a fair mechanism for the decentralized governance through its distribution of responsibilities and duties to its different parts and units like departments, sub-committees in the execution of several jobs. 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 the seats, which are variable in respect of the departments are getting filled up. The whole journey is continuously tracked monitored and preserved accordingly by the appropriate committee. After the completion of the whole process a report is generated and placed before the governing body for final approval other than the new students, the existing ones are also get enrolled and admitted through the online common admission portal and the gateway provided by the bank. 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, and are also appointed as coordinator/convenor for organizing various seminars/workshops/conferences. Certain

units within the Institute such as the library enjoy complete operational freedom and they work according to the suggestions and advice of the relevant committee.

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

Yes

6.2 - Strategy Development and Deployment

6.2.1 - Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Our University prepare syllabus. During preparation of syllabus, our teacher participated in the syllabus committee meeting and put their suggestion. All Department after getting syllabus circulate it to the students. As the CBCS system introduced, teachers all the Departments divides the whole syllabus according to the number of teachers and responsibilities assigned to teachers in the Departmental meeting. The decision are circulated among the students. Few faculty members can actively participate in the University curriculum development as members of BOS of various subjects at both UG and PG level. They can contribute to addition or modification of the curriculum from time to time. To develop the skill and enable the students to face the global requirements successfully, the college has Courses on Skill Development like Communicative English using language lab.
Teaching and Learning	Keeping in mind the curriculum of the newly introduced CBCS syllabus, more streamlined techniques of teaching- learning has been introduced like delivery of lectures through ICT enabled tools and smart classes in addition to the conventional blackboard teaching. Arrangements for power point presentations, charts, graphs, videos are made in different departments. IQAC organizes informal workshops to promote the usage of ICT. These workshops are internally organized especially for the faculty members where some experienced and trained faculty member train them. IQAC also motivates the faculty to implement new practices for regular curriculum delivery. These practices include group discussion, case studies, etc. To encourage scientific learning among students, students are often asked to submit written and oral assignments after literature survey. Students are encouraged in some departments to submit articles on their creative ideas to the departmental wall Magazine published from the departments. Field study, Project Based dissertation work and educational excursion are undertaken by Geography, Geoinformatics, Forestry and some of the Science departments. Students are also encouraged in the Youth Parliament competition organized by the appropriate authority of the State Government.
Examination and Evaluation	Examination system is now in a transition state from 3year (111) system to CBCS system and therefore both type of examination systems ran parallely in the current academic year. Platforms like ERP, GOOGLE MEET etc. are used for conducting examinations. The college authority along with the respective departments conducts class tests, student seminar, Internal Assessment (University) etc. For the University examination, guidelines were published by the university, which were implanted accordingly for the conduction of final examination. It facilitates the students and other stake-holders to combat the pandemic situation without making any interruption in the whole academic progression pertaining to each and every part and parcel of this institution. Now finally for the assessment part, the departmental functionalities are taken care of by the respective departments through regular based meetings and convening the whole affair by the Head of the departments who makes the due liaison with appropriate authority. The University had given directives for the assessment of the answer scripts and publication of results, which were accordingly adhered by the institution. The transparency of the whole thing has also taken care of. However, in lockdown situation the whole examination and evaluation system changed and shifted completely to the online mode following the UGC guidelines from time to time.
Industry Interaction / Collaboration	The college is under the process of initiating new contacts with industries for both on and off campus recruitment of the students. The students of Geography, Geo-informatics and forestry and some of the science departments are regularly in the process of making visits, training programs participatory actions pertaining to the respective departments, throughout the year in order to make an exposure to the needs and modus operands of industries. The faculty members are always operative along with the students in this regard.
Library, ICT and Physical Infrastructure / Instrumentation	The infrastructural facilities include other amenities like Canteen Cluster of separate common rooms for boys and girls, cycle stand, drinking water in all the corners of the campus, sanitary pad vending machine etc. The central library of the college is quite enriched and connected with the consortium of Indian Libraries, Infilbnet and the data base is intended to be managed fully by KOHA software very soon. The ICT facilities available in the college is also very enriched, consisting of two smart classrooms, 7 Projectors, 2 computer labs etc. which enable the faculty members to provide quality education to the students
Admission of Students	The students of this college are admitted on basis of merit and the whole process is carried out completely in online mode to ensure clarity and transparency. For the smooth running Online Admission Process 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 the seats, which are variable in respect of the departments are getting filled up. The whole journey is continuously tracked monitored and preserved accordingly by the appropriate committee. After the completion of the whole process a report is generated and placed before the governing body for final approval other than the new students, the existing ones are also get enrolled and admitted through the online common admission portal and the gateway provided by the bank.

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

E-governance area	Details
Finance and Accounts	There is a dedicated college Account Software for maintaining all the accounts in the accounts department.
Administration	Administrative work being completed at the principal's office and Students' section is facilitated by more than 8 terminals out of which most of them are connected through broadband. All statements of attendance (Biometric) and other service-related documents are handled and uploaded through the West Bengal Higher Education IFMS portal. A 24X7 CCTV surveillance system is operational at various points inside the campus including the Central Library, Students common room, Staff room, Corridors, and Principal's office.
Student Admission and Support	Internet facility and Wi-Fi is available for the students too. Admission and Examination procedures are fully computerized. Fully online admission process is implemented using software (MSS) and payment gateways (HDFC). Online notification are made on the college website. Applications are entertained solely in the online mode. Monetary transactions are executed solely in the digital mode through e-transactions. Arrangement for scholarships and free ships are also there.
Examination	Platforms like Google meet, ERP, and the university portal are used for conducting examinations. The college authority along with the respective departments conducts class tests, student seminar, Internal Assessment (University) etc. For the University examination, guidelines were published by the university, which were implanted accordingly for the conduction of final examination. It facilitates the students and other stake-holders to combat the pandemic situation without making any interruption in the whole academic progression pertaining to each and every part and parcel of this institution. The departmental functionalities regarding the assessment part are taken care of by the respective departments through regular based meetings and convening the whole affair by the Head of the departments who makes the due liaison with appropriate authority. The University had given directives for the assessment of the answer scripts and publication of results, which were accordingly adhered by the institution. The transparency of the whole thing has also taken care of by making the whole process in an online mode for both Internal and External examinations.

6.3 - Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	NA	NA	NA	0

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	NA	NA	Nil	Nil	Nil	Nil

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6.3.3 - No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
39TH ORIENTATION PROGRAMME, CONDUCTED BY UGC-HRDC, UNIVERSITY OF NORTH BENGAL	1	04/09/2019	24/09/2019	21
NRDMS-DST Winter School on Geospatial Technologies, Department of Geography, The University of Burdwan 1	1	09/01/2020	29/01/2020	21
Refresher Course, HRDC, Ranchi University	1	06/01/2020	19/01/2020	14

97th Orientation Program, UGC-HRDC, Ranchi University, Ranchi	1	04/09/2019	24/09/2019	21
UGC Sponsored Refreshers Course (Linguistics) HRDC, Ranchi Jharkhand	1	23/07/2019	05/08/2019	14
40th Orientation Programme, UGC-HRDC, Sambalpur University	1	01/11/2019	21/11/2019	21

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6.3.4 - Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	3	0	0

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
West Bengal Health Scheme, PF,	Swastha Sathi, PF, Festival Advance	Free Studentship, Government Scholarships,

6.4 - Financial Management and Resource Mobilization

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

The college conducts internal audit through a committee decided by the Governing Body comprising of the Teacher-in-Charge, Bursar, Head Clerk and the Accountant. External audit is done by the External Audit Agency duly deployed by the state Government time to time.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA

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6.4.3 - Total corpus fund generated

0

6.5 - Internal Quality Assurance System

6.5.1 - Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	IQAC
Administrative	Yes	External Audit Agency duly deployed by the State Government	No	Nil

6.5.2 - Activities and support from the Parent - Teacher Association (at least three)

1. Parent-Teachers Meet (Department wise), 2. Participation in cultural program 3. Suggestions from parents

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

1. ERP Orientation Programme, 2. Training for newly introduced HRMS system, 3. Training for newly introduced e-Pension

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

1. Participation in Youth Parliament, 2. Library orientation programme, 3. Involvement in environment awareness programmes

6.5.5 - Internal Quality Assurance System Details

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

6.5.6 - Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	SWACHHA BHARAT	21/11/2019	21/11/2019	22/11/2019	515
2019	INTERNATIONAL SANTALI LANGUAGE DAY OBSERVATION	22/12/2019	22/12/2019	22/12/2019	144
2019	COLLEGE FOUNDATION DAY CELEBRATION	20/10/2019	20/10/2019	20/10/2019	493
2020	QUIZ CONTEST	21/12/2019	21/12/2019	21/12/2019	89

2020	YUVA DIWAS	12/01/2020	12/01/2020	12/01/2020	61
2019	Regular Meeting with members	Nil	Nil	Nil	Nil
2019	Feedback from all stakeholders is collected and analysed	Nil	Nil	Nil	Nil
2019	Both AQAR AISHE data regularly submitted	Nil	Nil	Nil	Nil

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CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
One Day Seminar on "Women Empowerment in West Bengal"	20/02/2020	20/02/2020	126	90

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

Percentage of power requirement of the University met by the renewable energy sources
<p>This college emphasizes on the value and significance of environment continues to encourage the awareness and practices of sustainable development within a holistic vision of the environment and its relation to society. Environmental Consciousness and sustainability is a core agenda of the College. Its heritage campus serves as a laboratory for both observation and practices. The College, with its dense green cover and phenomenal biodiversity is in the forefront of maintaining a green and sustainable campus. It is committed to the optimization of its available material and human resources and inculcation of a life-style that promotes conservation of energy and other natural resources. Sanitary pad vending machines and incinerators are a significant addition on the campus. The College optimizes its water usage and practices water management through rain-water harvesting. There are two rain water harvesting pits on the campus. All these provides a further boost to the College's efforts and commitment to maintain environmental sustainability and biodiversity. The College campus is an Animal-Friendly campus- Dogs and Animals on the campus are looked after by the College community. The College has taken a major step towards alternative energy by harnessing solar energy, a major renewable energy resource. The College uses solar lights on its path.</p>

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	8
Rest Rooms	Yes	5

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nil	1	15/08/2019	1	INDEPENDANCE DAY CELEBRATION	1	110
2019	Nil	1	12/01/2020	1	YOUTH DAY ON VIVEKANANDA JAYANTI	1	61
2020	Nil	1	21/12/2019	1	QUIZ COMPETITION ON ENVIRONMENT DAY	1	89
2019	Nil	1	22/12/2019	1	INTERNATIONAL SANTALI LANGUAGE DAY OBSERVATION	1	144
2019	Nil	1	21/11/2019	1	SWACHHA BHARAT	1	515

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

Title	Date of publication	Follow up(max 100 words)
Handbook for Human Values and Professional Ethics Code of conduct	Nil	Humans have the unique ability to define their identity, choose their values and establish their beliefs. A value is defined as a principle that promotes well-being or prevents harm. Personal values are defined as: - Emotional beliefs in principles regarded as particularly favorable or important for the individual. Our values associate emotions to our experiences and guide our choices, decisions and actions. PRMS Mahavidyalaya thrives to achieve these accordingly.

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
A Webinar on Tobacco Consumption and Prevention on World No Tobacco Day	31/05/2020	31/05/2020	197

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

1. Reducing paper use to minimum level. Replacing print material by online distribution of official notices, study materials, questions etc.
2. Water Management -Rain-Water Harvesting. There are two water harvesting pits on the campus.
3. Recycle Projects - Waste Paper Recycling producing College Memorabilia from Recycled Paper. E-Waste and Plastic Waste disposal .
4. Developing sustainable Green Habits among students.
5. Reducing plastic waste as far as possible.
6. Maintaining Animal-Friendly and Bird-Friendly Campus - Dogs and Animals on the campus are looked after by the College community.

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

Best practice -I 1. Title of the Practice - Utilization of Syllabus. 2. The Context that required initiation of the Practice - BANKURA UNIVERSITY has introduced the CBCS pattern of three years degree course w.e.f. 2017-18 and the whole structure of syllabus of all subjects for both Honours and General had been changed. The curriculum was so designed that contents of each unit of syllabus was allotted for specific number of classes. The syllabus revision workshop, organized by the affiliating University, were attended by most of our faculty members and they were truly motivated to introduce such a concept in offering courses of studies in smaller units-which are complete in themselves. 3. Objectives of the Practice- The objective of introducing unitization of syllabus is to impart the Course Content to the learners in predetermined way so that the whole syllabus which is divided in to lesson-units be covered plan fully and in a well-organised way. 4. The Practice- At the beginning of each session the Head of the Departments convene the meeting for utilizing the whole syllabus for both Honours and General courses. The whole course context is distributed among the faculty members according to their interest, acumen and specialization generally, the Head of the Departments distribute the task of unitization of syllabus among the faculty members of the Department and the whole activities are monitored by him. When the process of unitization is completed, the matter is discussed item wise in the Departmental meeting and faculty members put forward their views to any point of doubt or shortcoming and suggest how to improve the same. When the whole syllabus is unitized and gets approval in the Departmental meeting, the unitized syllabus is circulated to the students, As the whole academic year is divided into three phases, (July-September, October-December, and January-June) the whole syllabus is also divided accordingly and the tentative dates of units tests also announced. In case of syllabus unfinished in any phase by any faculty member, the uncovered units may be redistributed among the faculty members at the beginning of the next phase of each academic year. In this way, the whole syllabus is completed in planned manner. 5. Obstacles faced if any and strategies adopted to overcome them- The Head of the Department monitors the whole process of unitization of syllabus as per time frame prescribed by the affiliating University. If lesson units are prepared in a well-organised way, it takes much time to complete rather than in the traditional method of teaching. Some faculty members are tempted to complete the syllabus in a hasty way rather than following the lesson units. The Head of the Departments, generally, takes feedback from the learners and tries to execute the plan accordingly. 6. Impact of the Practice- The whole syllabus is unitized into smaller lesson units are executed in a planned way the whole course content will be completed in an organized way and the students are benefited, as all the lesson units are complete in themselves. They get the main items of discussion and the relevant references and model questions and answer of each lesson unit. All faculty members impact the lesson in the modular form the disadvantaged learners as well as advanced learners are benefitted. The weaker students get ready reference from the content of lesson unit and they are not confused in understanding the subject as synopsis of the lesson is given. Model short questions and answers are also given in the lesson unit and it helps them to understand the subject matter and assimilate them. The advanced learners, on the other hand get interested in acquiring knowledge from selective reference books on the topic of study and it motivates them to self-learning. The teachers are also motivated to collect new ideas on the topics of discussion. 7. Resources required - Only motivation and dedication on the part of the faculty is required to implement the scheme. 8. Contract person for further details - Teacher-in-Charge, P.R.M.S. Mahavidyalaya, Baragari, Jamboni, Bankura, West Bengal, 722150 Best Practice -II i. Title of the Practice- implementation of online mode from admission to attendance to assessment ii. Context- A new normal situation has suddenly came before with the introduction of Novel Corona Virus and necessitating a flux in the academic progression of the institution. The college has decided to go with the online mode for the admission, class-taking , examination and assessment, in order to make the whole process of progress in move. iii. Goal- a) To keep up the pace of the academic progression b) To assist the students in a continuous holistic development of their being as a student and also a future citizen. c) To accommodate the pupils and other stake holders with the new normal situation iv. Practice- 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

whole journey is continuously tracked monitored and preserved accordingly by the appropriate committee. After the completion of the whole process a report is generated and placed before the governing body for final approval other than the new students, the existing ones are also get enrolled and admitted through the online common admission portal and the gateway provided by the bank. 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. The ERP, Google Meet, Zoom etc are used for the conduction of the classes, providing study materials, allotment of special talk or invited talk etc. The said platforms are also used for conducting examinations. The college authority along with the respective departments conducts class tests, student seminar, Internal Assessment (University) etc. For the University examination, guidelines were published by the university, which were implanted accordingly for the conduction of final examination. It facilitates the students and other stakeholders to combat the pandemic situation without making any interruption in the whole academic progression pertaining to each and every part and parcel of this institution. Now finally for the assessment part, the departmental functionalities are taken care of by the respective departments through regular based meetings and convening the whole affair by the Head of the departments who makes the due liaison with appropriate authority. The University had given directives for the assessment of the answer scripts and publication of results, which were accordingly adhered by the institution. The transparency of the whole thing has also taken care of.

v. Challenges Faced- while it comes to the implementation we faced a number of challenges pertaining to the socio-economic topography and demography of the institution. Belonging mostly from the lower and lower-middle class family the students were not well-versed with modern technology and lack of appropriate gadget in their reach make the whole process challenging in making it a fruitful one. Thanks to the initiations made by the departments and the students' urge to have their progression uninterrupted, the aim was attained almost to the maximum.

vi. Outcome - the outcome of this endeavour can not be measured through digits only. It is more than what no. of classes or special lecture or seminal activities organized. It builds up a different culture among all the stakeholders - a new work-culture which is ready to meet and beat every standard provoked by time. Students got acquainted with the latest technology pertaining to their all-round development and this was a special achievement for such a locale which always faces challenges in this scenario. It was also a kind of refresher course for the teachers as they also get versed with the modern norms in the field of education.

vi. Fund and Motivation - no such significant fund should be raised against that. Both the Teachers and students facilitating their own device and data in order to accomplish the job. And for motivation, the efforts made by the stakeholders is definitely a suggestion that "we shall overcome", accentuating the age-old ethos - "miles to go . . ."

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

<https://fileserver.awm.in.net/1101033/6c05e83018fda00bea3d416a6a95d44d.pdf>

7.3 - Institutional Distinctiveness

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

Over the years this institution is on its way of catering quality and all inclusive education with no discrimination based on caste, creed or economic status to all the stratas, though been located in the midst of a rural scenario, which is popularly known as 'Jungle-mahal', in the southern part of Bankura District. The college, though, topographically located in a serene floral domain, since its inception it had faced a lot of hindrances in its way towards maturity - the Maoist period the lack of communication all have interfered in between. Beginning with a single building with an office space and classrooms, the last decade shows some directional changes not only in its physical structures but also imparting quality education with several program courses, honours courses and PG courses. M.A. in Santali is a landmark in the history learning an education, as it is the first one in the whole of the state, named after Pandit Raghunath Murmu, The inventor 'Alchiki' script. This college not only pays homage to him, but also provides a scope for the Santali speaking clan, traditionally known as the 'tribes', offers ample opportunity to gradually shake off the bondage of the lack of education and be a part of the larger academia. This college is also the first in the state if it's kind to introduce four-year Forestry Honours course, while all the other programs running in the college are in the three year module. Alongside, M.sc in geoinformatics, Rural development and planning, General degree in defense studies are also the others through which this college has made its vision and mission clear before the community-

1. Excellence in Learning
2. Holistic all-round development
3. Creating job opportunities beyond the procurement of a degree
4. Creating a multi-lingual Platform in order to enhance and sustain quality academic ambience
5. Ushering the pupils in socio-economic transformation by offering inclusive, innovative quality education to meet the need and expectation of the world without.

The college also possesses effective mentoring system existing in all its departments for providing differentiated personalized learning to the students varying standards by conducting tutorial and remedial classes, publishing wall magazines, encouraging seminar presentation by students, arranging industry/field visit. The academic needs of the students are accordingly addressed through an well-maintained updated central library, e-books and journal availability, departmental library etc. Appropriate and adequate use of ICT tools by the faculties promote effective teaching-learning experience of its students. This college also strives for inclusive education by providing free-ships, so that deserving students are not denied of any opportunity solely due to socio-economic constraints. The NSS units of this college are also active to imbibe strong social interaction which has been accomplished by different community outreach programs, awareness program, blood donation camps, surveys etc.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

FUTURE PLAN OF ACTION FOR THE NEXT SESSION 1. Proper arrangement will be made to provide study materials, audio and video lectures to the students to cater quality education to the students in order to sustain a healthy academic ambience even during the pandemic period. 2. All the faculties will accordingly be encouraged to continue the paper publication, online seminar and workshops. 3. Student mentoring will continue accordingly via telephonic and online mode. 4. To combat against the pandemic situation all the faculties, staffs, committees, cell will work accordingly with appropriate Government bodies and local organisations. 5. Online special and invited lectures to be organized by the departments to sustain quality academic culture. 6. Awareness programmes to be organized with the medical persons. 7. Lecture / Seminar will be arranged on mental health.