



P. R. M. S. MAHAVIDYALAYA.

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6.2.1 The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc.

PRMS Mahavidyalaya has a well defined organisational structure and governance. The Organogram depicts the hierarchical structure of the administrative system and the positions and ranks of various committees and cells. The Governing Body, as the highest policy-making authority, sits at the top of the organisational structure. The composition of the Governing Body, along with appointments and service rules, are determined by the Higher Education Department of the Government of West Bengal and the UGC.

Countering Pandemic:

- Online curricular and extra-curricular classes.
- Online meeting with different Sub-committees as when needed giving prior intimation over concerned WhatsApp Group.
- Relevant Webinars were organized to boost up the mental health of students and staff.
- Free Covid-Vaccine Drive was organized for the students.

Administrative Procedure:

- The Principal, as the head of the institution, is in charge of both the administrative and academic activities.
- With the authority and accountability to implement the policies and decisions of statutory bodies, management, and higher authorities, the Principal collaborates with faculties and non-teaching staffs to lead the college in academic progress, admissions, and administrative matters.
- The IQAC initiates, plans, and oversees activities to develop and implement quality benchmarks, working in collaboration with the Principal.
- The Bursar partners with the Principal to manage office, financial, and temporal matters.
- The statutory bodies of the college like Finance Committee, Purchase Committee, Building Committee, The Teachers' Council play important roles in different policy making and their implementation.
- Beside these, several other sub committees and cells like Infrastructure and Maintenance Committee, Admission Committee, Routine and Class Management Committee, Students Welfare Committee, Cultural Affairs Committee, Sports and Games Committee, NSS Committee, Internal Complaint Committee, Women's Cell, Anti-Ragging Cell etc. efficiently performs their duties in their respective domains.

- The Admission Committee is there for the conduction of the Online Admission process through appropriate portal. The Service Book Fixation, Approval and Management committee diligently implements government policies and plans related to employment and service conditions. The ERP software is constantly used for the execution of Academic and Administrative affairs.

Recruitment and Promotional Policies:

Through the West Bengal College Service Commission, teachers are appointed. Their promotion is determined by their API score and service history. The State-Aided College Teachers (SACT) are appointed by the Governing Body after being interviewed by the Expert Committees. The state government grants their SACT status. The Governing Body appoints non-teaching employees in a transparent manner through an expert committee.

Strategic Plan:

- Improvement of the scope and profile of the teaching –learning experience through greater use of ICT and other innovative means.
- With a commitment to achieving excellence, the college has introduced a variety of add-on courses like Yoga for Health and Wellness, Python Programming, Spoken English etc.
- Furthermore, MoUs have been initiated with several institutes and colleges to facilitate faculty and student exchange.
- Collaborations have been established with institutions such as Khatra Adibasi Mahavidyalaya, Saltora Netaji Centenary College, Bankura Christian College, Gobinda Prasad Mahavidyalaya, Onda Thana Mahavidyalaya, Gourav Guin Memorial College, RICE Education, Kabi Jagadram Roy Government General Degree College, Panchmura Mahavidyalaya etc.

LINK OF SUPPORTING DOCUMENTS:

- The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup:
<https://prmsmahavidyalaya.ac.in/uploaded-files/9adb27485b07ac19c5f920d5b49b22e8.pdf>
- The institutional perspective plan is effectively deployed in the Covid Pandemic Period:
<https://prmsmahavidyalaya.ac.in/uploaded-files/6000013f15cc58cdae7d0c226cbf4c30.pdf>
- The institutional strategic plan is effectively deployed in the Pre and Post Covid Period:
<https://prmsmahavidyalaya.ac.in/uploaded-files/34a571b199556e8ea38b3b6aca556729.pdf>
<https://prmsmahavidyalaya.ac.in/uploaded-files/b2eca778951954b808c93e40d9d15556.pdf>
- Appointment and service rules:
<https://prmsmahavidyalaya.ac.in/uploaded-files/198ffca1da9335e95485222a87910306.pdf>



SIGNATURE OF THE PRINCIPAL

Principal
P.R.M.S. Mahavidyalaya
P.O.-Jamboni, Dist.- Bankura