YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution Purash-Kanpur Haridas Nandi Mahavidyalaya

- Name of the Head of the institution Dr. Tapabrata Bhaduri

- Designation Teacher-In-Charge

- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 03214250319

- Mobile No: 9874116115

- Registered e-mail pkhnm2010@gmail.com

- Alternate e-mail tapabrata81@gmail.com

- Address PO Kanpur PS Penro

- City/Town Village Kanpur

- State/UT West Bengal

- Pin Code 711410

2.Institutional status

- Affiliated / Constitution Colleges Affiliated

- Type of Institution Co-education

- Location Rural

- Financial Status — **UGC 2f and 12(B)**

- Name of the Affiliating University — **University of Calcutta**
- Name of the IQAC Coordinator — **Dr Puspita Sengupta**
- Phone No. — **9830050764**
- Alternate phone No. — **03214250319**
- Mobile — **9641895089**
- IQAC e-mail address — **iqacpkhnm@gmail.com**
- Alternate e-mail address — **puspitasengupta199@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)

chrome-extension://efaidnbmnnnibp cajpcglclefindmkaj/https://pkhnm. ac.in/doc/Revised%20&%20Edited%20 AQAR%202022-2023.pdf

4.Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

chrome-extension://efaidnbmnnnibp cajpcglclefindmkaj/https://pkhnm. ac.in/doc/PKHNM_Academic%20Calend er_2023-2024.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**Nil**	**2007**	**31/03/2007**	**30/03/2012**
Cycle 2	**B+**	**2.61**	**2016**	**16/12/2016**	**15/12/2021**
Cycle 3	**B**	**2.32**	**2024**	**28/03/2024**	**27/03/2029**

6.Date of Establishment of IQAC — **17/08/2007**

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

Institutional/Depa rtment /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

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   `05`

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   `No`

- 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`

- If yes, mention the amount

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

`1. Third cycle of NAAC assessment and accreditation is duly completed with the institution securing 'B' grade (2.32). 2. Academic and Administrative Audit, Green Audit and Energy Audit are carried out. The Institution is awarded with ISO certifications in each of the field. 3. IQAC organised Outreach programmes for the development of the college-community relationship. 4. IQAC in collaboration with other departments organised seminars and cultural activities. 5. ICT based teaching learning is carried out.`

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
Restructuring of attainment of COs and POs	Restructured and successfully implemented
The IQAC actively encourages all teachers to utilize different ICT-s besides the traditional methodology of teaching-learning	Teachers have employed ICT tools online in an effective manner, across the disciplines.
Gender Sensitization – through more awareness programmes through lectures, seminars, workshops, debates, film documentaries etc.	Different programmes were conducted for this purpose.
The IQAC ensures that The Grievance Redressal Cell, The Women Cell and The Anti-Ragging Cell continues to function in proper way. The IQAC has approached individual teachers to contribute to the cause of different cells as required and as their individual fields of expertise guarantee. The IQAC has taken it upon itself so that all departments along with their students are appraised in detail of the existence of such cells and their activities	Several meetings were held.
The IQAC also engages itself in gathering relevant feedback from students, guardians of students and other stakeholders so that all perspectives are taken into account to ensure smooth functioning of the system moreover, the IQAC arranges regular parent-teacher meets so that those righteous grievances related to specific problems are addressed to ensure satisfactory resolution of such and the consequent, unperturbed continuation of academic	Feedbacks were taken from Students. The feedbacks were analysed and the analysis was duly uploaded in the institutional website.

activities.	
The IQAC actively encourages teachers of different departments in participating Seminar, Workshop so that they can keep themselves abreast of recent developments in their respective fields and their individual CAS is assured simultaneously moreover, the IQAC is extremely sincere in appraising every teacher of the specifics of CAS-related regulations and their incremental alterations if any, and ensures that promotional processes of every teacher is as uncomplicated and smooth as possible.	Several teachers attended Seminar, Workshop etc.
Library Expansion	Library is expanded to monitor the all-round growth of the students - academic, cultural, social and psychological. accommodate more books. The Reading Room of the library was upgraded. Classification of the books of the library by putting Call Numbers for them was successfully initiated. KOHA-OPAC System was duly put in place for assisting the users in terms of remote accession.
Expansion of Students' Canteen	Students' Canteen is expanded to improve the canteen's infrastructural arrangement and make the canteen more hospitable. Quality and hygiene tests of the canteen food was carried out by the Kanpur Gram Panchayat. Being satisfied with the same, the GP has issued quality certification to the canteen.

Construction of Auditorium	With the grant of Rs. 10,00,000/- from the Member of Parliament's Local Area Development (MPLAD) fund graciously extended by Mrs. Sajda Ahmed, M.P. Uluberia Parliamentary Constituency, the college auditorium is duly established. The governing body of the college has christened it as 'Bharatchandra Shabhagriha' after the celebrated Bengali poet of the Middle Ages, Raigunakar Bharatachandra , a son of the soil. 'The goal is to create an environment that is suitable for events, lectures, and performances. The NAAC Exit Meeting and the Cultural Programme were held in the newly established auditorium
Divyangjan friendly washroom	Constructed Divyangjan friendly washroom in the ground floor of the newly constructed 'Netraji Bhawan'

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	27/01/2025

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	Purash-Kanpur Haridas Nandi Mahavidyalaya
• Name of the Head of the institution	Dr. Tapabrata Bhaduri
• Designation	Teacher-In-Charge
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03214250319
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• Alternate e-mail	tapabrata81@gmail.com
• Address	PO Kanpur PS Penro
• City/Town	Village Kanpur
• State/UT	West Bengal
• Pin Code	711410
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	University of Calcutta
• Name of the IQAC Coordinator	Dr Puspita Sengupta

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4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://pkhnm.ac.in/doc/PKHNM_Academic%20Calender_2023-2024.pdf

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- Name of the statutory body

Name	Date of meeting(s)
Governing Body	27/01/2025

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-2023	23/02/2024

15.Multidisciplinary / interdisciplinary

The college is a Co-educational general degree college, with a vision of imparting higher education to the people in the remotest area of Howrah district. The college offers basically 3 streams i.e. Science, Arts and Commerce. This makes it clear that the college is multidisciplinary. The college offers 334 courses under the CBCS system of the University of Calcutta. Thus, with this kind of multidisciplinary nature the college accommodates nearly 1109 students. The college tries to accommodate Interdisciplinary courses in its regular framework of class routine. The students studying science may take an arts course in one's curriculum and vice versa. The students studying arts very often take different courses from different programmers. Thus, with reference to the NEP 2020 the college is practicing and has the potential to offer Interdisciplinary and/or multidisciplinary courses. From the academic year 2023-24, the college, as instructed by the affiliating university, has initiated the CCF Curriculum following the NEP. The courses are now divided into Major, Multidisciplinary, Interdisciplinary and Minor along with required credits for Skill Development Courses and Courses on Constitutional Values and Value Added Courses on Environmental Studies.

16.Academic bank of credits (ABC):

The college is an affiliated undergraduate college under the University of Calcutta. The college follows the syllabi and the programs as prescribed by the University. At the end of every semester the University centrally holds the examination and awards the marks sheet to the students after being evaluated by the teachers of the same or different colleges. The total marks and the credits are in the custody of the University and the college has no scope to keep that in possession and moreover, it doesn't have the permission to allow any students for free entry or exit except which is permitted by the CBCS system. However, with the initiation of the CCF, multiple exits are now permitted for students. The ABC is initiated by the affiliating university from this year also.

17.Skill development:

The college understands that the students passing out from here should graduate and simultaneously be skilled. The CBCS and the CCF system has multiple Skill Enhancement Courses across the disciplines. Further, the CCF has provisions for mandatory internship programmes for students which would go a long way in developing and honing their skills in order to attain gainful employment.

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

This is one of the strongholds of the college. It offers Indian languages like Sanskrit and Bengali. A large number of students enrol and study these languages. The teachers of the college deliver their lectures in bilingual mode (English and Bengali or Bengali and Sanskrit). Students studying Bengali receive class teaching in Bengali, students studying Sanskrit receive their lectures in Bengali and Sanskrit, students studying English receive lectures in English only, while others receive lectures in English and Bengali. The students of Sanskrit have to write their answers in Devanagari scripts as well.

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

The college is highly focused on educating its students in such a way that at the end of their program they become skilled enough to compete in the real world to get a good job. The courses of the college are designed by the University as per the CBCS and CCF curriculum and the course outcomes are guided by the curriculum. Since the college is just an affiliated institution under the University of Calcutta and governed by the Government of West Bengal it doesn't have any autonomy to design or delete any components of its curriculum.

20.Distance education/online education:

During COVID19, various technological tools used by the faculties especially during the pandemic lockdown are Google Classroom, Zoom, Google, using videos as teaching and learning aids, Group collaboration and interaction and assignment and revision as well as the assessments have been conducted are some of the institutional efforts towards blended learning. The institutional website has a dedicated space for Learning Management System (LMS) wherein teachers upload study materials, links, PDFs of resources to assist the students to be better equipped with their preparation at their convenience.

Extended Profile

1.Programme

1.1   **341**

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

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

2.Student

2.1 **1255**

Number of students during the year

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

2.2 **746**

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

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

2.3 **529**

Number of outgoing/ final year students during the year

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

3.Academic

3.1 **36**

Number of full time teachers during the year

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

3.2 **25**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	**341**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	**1255**
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	**746**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	**529**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**36**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**25**

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1 Total number of Classrooms and Seminar halls	**26**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**24.51906**
4.3 Total number of computers on campus for academic purposes	**50**

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

Effective implementation of curriculum is the primary motive of the institution, and it has a mechanism to ensure effective curriculum delivery through a well-planned and documentation process are as follows.

The Annual Academic Calendar is prepared according before commencement of academic year by Academic Sub-Committee. Academic meeting is held in each department before the beginning of classes to prepare departmental routine and distribution of syllabus among the faculty and it is provided to the students. The conventional chalk and duster method of teaching is supplemented by reasonable use of ICT to make the teaching-learning process more learner-centric. Many students enjoy the opportunity of experiential learning by field surveys and project works. Students are also encouraged to participate in different co-curricular activities through NSS/NCC unit. The mentors take great care to keep a compassionate relationship

with the mentee to facilitate their academic and overall growth and development. The institution encourages faculty members to attend OP/RC/workshop for acquiring necessary skills.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://pkhnm.ac.in/doc/PKHNM_Academic%20Calender_2023-2024.pdf

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

As a part of well-planned system of curriculum delivery academic calendar is prepared at the beginning of the academic session. Following the academic calendar of affiliating University of Calcutta tentative dates of admission, commencement of classes, internal examinations and final examinations are inserted in the college's academic calendar. The college follows the academic calendar to notify time to time the dates of different academic activities like admission, commencement of classes, internal examinations and final examinations. The academic calendar helps the faculty members to prepare their respective teaching plans. Heads of different departments closely monitor the matter relating to completion of syllabus as per teaching plan. Internal examinations, assignments and class tests are part of Continuous Internal Evaluation (CIE) of students. Assignments are given to the students by the teachers following department specific teaching plans. Internal Examinations are conducted following the academic calendar. Over and above the Principal monitors the effective implementation of the academic calendar through formal meetings of the Academic Committee and also through informal discussions with the faculty, if he feels necessary.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://pkhnm.ac.in/doc/PKHNM_Academic%20Calender_2023-2024.pdf

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 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

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
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

11

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)

0

File Description	Documents
Any additional information	**No File Uploaded**
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

0

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

0

File Description	Documents
Any additional information	**No File Uploaded**
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

The University of Calcutta incorporates Environmental Studies as one of the Ability Enhancement Compulsory Courses (AECC) for all undergraduate courses. So, all students of this college compulsorily study crosscutting issues relevant to environment and sustainability. In addition to those important issues of value education and/or gender and/or environment and/or business ethics have been integrated in the syllabus of various subjects/discipline like Bengali, English, Chemistry, Geography, Economics, History, Political Science, Physics, Physical Science, Sanskrit and Commerce, taught in this college, as either Core Course (CC) or Discipline Specific Elective, Course (DSE) or Generic Elective Course (GE) or Skill Enhancement Course (SEC).

File Description	Documents
Any additional information	**No File Uploaded**
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

2

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

55

File Description	Documents
Any additional information	**No File Uploaded**
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

`D. Any 1 of the above`

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
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)	<u>View File</u>

1.4.2 - Feedback process of the Institution may be classified as follows

`C. Feedback collected and analyzed`

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	<u>chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://pkhnm.ac.in/doc/STUDENT%20FEEDBACK%20ANALYSIS%202023-24_Signed.pdf</u>

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

1354

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	<u>View File</u>

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

365

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

It is primarily through the classroom interactions that the teachers assess the learning levels of the students for advanced learners and slow learners. For advanced learners the approaches

adopted are as follows:

- **A well-stocked library with advanced reference facilities**

- **Encouragement for paper presentations using ICT**

- **Special lectures by eminent speakers from academia**

- **Free internet access**

- **Counselling by faculty to appear for competitive examinations**

- **Seminars and workshops**

Role Reversal Quiz Lecturing in seminars

Identification of weak students made on the basis of interactions and assessment tests during classes. The strategies adopted to level up the slow learners are as follows:

- **Meeting and communicating to the weaker students their areas of weakness**

- **Providing exam-friendly study materials**

- **Teachers available beyond class hours to counsel the weaker students over phone and interfaces**

- **Evaluated answer scripts of college examinations discussed with students to identify and address their shortcomings**

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	**No File Uploaded**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1255	**36**

File Description	Documents
Any additional information	[View File](#)

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

All the departments follow student centric learning practices as much as applicable depending upon their syllabi and curricula. The departments of Geography, Chemistry and Physics have well equipped laboratories. The theoretical classes are most often supplemented with experiments to assist them acquiring and enriching in-depth knowledge. The Department of Geography has a computer laboratory and required software (QGIS) for learning Geoinformatics and related topics. The departments of Commerce and Mathematics also have computer laboratories. The department of Geography undertakes excursions every year. The students are given tasks to collect data and information relevant to their place of visit as part of their project work. Most of the teachers deliver their lessons using LCD/LED projector and apply PowerPoint presentation, YouTube video, drama, recitation, etc. through CD, DVD. All the departments upload text, audio and video teaching material on the college website under Learning Management System (LMS). The students can access the LMS available on the website. Most of the departments organise quiz, debate, extempore, group discussion, role-reversal and

departmental seminars, etc. as important and effective. components of student centric and participative learning. Google Classroom also proved to be another helpful digital space for efficiently conducting the teaching learning process.

File Description	Documents
Upload any additional information	**No File Uploaded**
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

Purash Kanpur Haridas Nandi Mahavidyalaya adopted the following ICT tools for effective delivery of teaching & learning: The College has a Wi-Fi enabled campus. The college has ICT enabled Classrooms having Laptops and Projectors which helps in the e-learning process. The college has an Automated Library (KOHA enabled) with an OPAC facility that enables the students to find the availability of books easily. The library also provides accessibility to e-resources through INFLIBNET to teachers and students. The college has well equipped Computer Laboratories for practical classes. The Geography laboratory is updated with QGIS 3.14. The laboratories have access to software C in the Mathematics department, TALLY software in commerce department. Students are encouraged to prepare presentations, assignments, project and field reports using MSWord, MS Power point, MS Excel, and other ICT tools.

File Description	Documents
Upload any additional information	**No File Uploaded**
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

36

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

36

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	View File

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

14

File Description	Documents
Any additional information	**No File Uploaded**
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)	View File

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

421

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 Institution is affiliated to the University of Calcutta, follows all regulations laid out by the University regarding examination and evaluation. The academic committee conduct internal examination through a dedicated Examination Committee. Teachers ensure that the students are aware of the Internal Assessment Evaluation Criteria at the beginning of the academic session. It is discussed with them in detail to enhance transparency and rigor with a view to focus on individual and original work. As a part of a well-planned system of curriculum delivery, the academic calendar is customarily prepared right at the beginning of the academic session. Assignments are given to the students following department specific teaching plans. In the CBCS system, 35% of marks are awarded through Internal Evaluation and the rest 65% is awarded by external evaluation. Out of the 35% marks awarded for internal evaluation, 10% marks is allotted for attendance, 10% for Internal Assessment and 15%is allotted for Tutorial Project. For practical based subjects, 50% for theoretical part and 30% for practical part of the evaluation, apart from marks allotted for attendance (10%) and IA(10%) allotted for Tutorial Project.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

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

Our college has the following mechanism is in place:

The college has separate Examination Committees for each Semester which are entrusted with the smooth conduct of university examinations. They also ensure redressal of any exam related grievances. Separate Exam related grievance portal has been created on the college website. Percentage of attendance is announced at regular intervals. Students with grave medical conditions, physical deformities and those participating in extracurricular activities are given justified concessions. Any application submitted on the above grounds are taken into consideration. Students always have ready and reliable access to respective departmental teachers in order to sort out any doubts and confusions about Internal Assessment tasks. The answer papers of the internal/tutorial examinations are preserved by the College for five years as directed by the University. A candidate may formally apply to the Controller of Examinations, CU for the re-examination of within 15 working days of the University from the date of the publication of the result. The college, in principle and in practice, is verified after a formal request from an examinee is made, and after verification such applications are immediately approved for further action by the University.

File Description	Documents
Any additional information	No File Uploaded
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.

The Programme and the course outcomes are designed to equip the students for either further studies or gainful employment. Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are communicated to the students by the faculties. The following mechanism is followed by the institution to communicate the course outcomes:

Hard copies of syllabi provided by the Calcutta University and programme specific outcomes are available in the departments for ready reference to the teachers and students. Soft copies of curriculum and CO, PSO and PO are also shared among the students through departmental whatsapp groups. The importance of CO, PSO and PO have been communicated to the teachers in Academic

meetings of the college. The students are also made aware of the same through orientation programmes organised by the college and also by the department.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The Programme and the course outcomes are designed to equip the students for either further studies or gainful employment. The final outcomes of the Courses or Programmes are evaluated by the marks or grades that the students obtained in the University examinations. While Course Outcomes can be judged at the end of a semester by the course results, the Programme Outcome is obtained by the programme result after completing all semesters. The attainment of the course outcome is also assessed through internal examinations as the questions for the internal examinations are framed in line with course outcomes. Feedback from students is collected and analysed to assess how far the institution has succeeded in fulfilling its stated outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
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

167

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)

chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://pkhnm.ac.in/doc/STUDENT%20FEEDBACK%20ANALYSIS%202023-24_Signed.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)	View File

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)	[View File](#)
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

21

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

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

5

File Description	Documents
Any additional information	**No File Uploaded**
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

3

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	<u>View File</u>

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

Education is not restricted to the confines of the classroom. After all the aim of education is to carve out from a student a better human being who is sensitive, both to the needs of society and aware of his/her own duties as a responsible young citizen. The college has many student-oriented wings like NSS, NCC and Women's Cell. Students are actively encouraged to enrol in them. It has helped many students to overcome their initial hesitation and has successfully transformed themselves as a much more confident individual. Our Women Cell also organised several programmes to raise awareness of gender issues. Department of Economics organised an outreach programme on 'Small Scale Industries in India – a Rural Perspective in West Bengal' and Department of Geography organised another outreach programme on Soil Health Management for Sustainable Agriculture for neighbourhood community development. Department of English organised Extension Programme on The Scopes and Opportunities of Studying English.

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

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)	View File
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

3

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
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

215

File Description	Documents
Report of the event	**No File Uploaded**
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)	View File
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

1

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

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.

The College has 11 Undergraduate Departments offering UG courses. The administration has successfully allotted classrooms for all classes providing proper master routine with adequate seating arrangements for students and teachers. The college has 26 fully functional

classrooms. The Department of Chemistry (1 separate Laboratory cum classrooms), Physics (1 General Lab cum classrooms) Physical Education (1 separate Laboratory cum classrooms) and

Geography (2 General Lab cum classrooms and 1 Computer Lab) have their own separate laboratories well equipped with instruments and instrumental records (Log Books) are maintained. The Department of Commerce has 1 Computer Lab cum classroom. There are three computer laboratories well maintained with WiFi/Lan connected to provide sufficient access to students. There are 09 classrooms available with the ICT facilities to culture the opportunities of digital benefits. Our well-equipped digitally controlled central library has a large number of books and e-resources like ejournal, e-books etc. under N-LIST programme. Few departmental libraries are also available for further assistance to the students of advanced courses.

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.

College with its infrastructure encourages students to take part in different indoor and outdoor games and sports. There are two common rooms in the college premises one for girls and one for boys' students. These serve as an open space for relaxation, socializing, and entertainment.

There are sports sub-committee comprising of teaching, non-teaching staff and students. This committee organizes annual sports. Events like 100mt, 200mt, 400mt, 800mt,1500mt, Relay Races, Shot Put, Long Jump are held enthusiastically. Students

take part in university land District level tournaments.
Different playing kits such as football and carom board are in
place. The College has its own playground and organizes annual
sports here. The students are encouraged to organize and take
part in cultural events. The institution regularly organizes
events such as International Mother Language Day, International
Women's Day, College Foundation Day and so on. The college has a
dedicated space for gymnasium where equipment for the same
purpose is kept. They are regularly utilized by the students.
The cultural sub-committee of the college efficiently organizes
different cultural events and competitions. Students are
encouraged to take part in different cultural events and
competitions organized by the college and other institutions.

File Description	Documents
Upload any additional information	No File Uploaded
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.

09

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

09

File Description	Documents
Upload any additional information	No File Uploaded
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)

12.9945

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)	<u>View File</u>

4.2 - Library as a Learning Resource

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

The Central Library keeps pace with its mother institution Purash Kanpur Haridas Nandi Mahavidyalaya which started its journey in the year 1966. The college has always boasted an adequately well-stocked Central Library. The library of this college is an open access library with a collection of approximately 26955 books. Books are classified by using DDC 22 Classification schedule. The stock of books is constantly evaluated, and the library has a fairly regular weeding out as well as procurement mechanism in place. Library is being automated using the Integrated Library Management System. Library uses the Library Management software named Koha. It is totally cloud-based and Version: 21.05.08 (ref dt 24/12/2021). It is fully automated and 24/7 access to the server with 99.9% uptime assurance. It has a 24x7x365 OPAC search facility. The library has a paid subscription of the N-LIST services. Students are becoming enriched with the use of NDL. Besides, there is a multiplicity of administrative-logistical works of the college that the library is entrusted with. Every year the library organizes a students' orientation programme for 1st year or new students so that they become familiar with the diversity of mechanisms that the library has in store for them.

File Description	Documents
Upload any additional information	**No File Uploaded**
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

`D. Any 1 of the above`

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<u>View File</u>

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)

`10341`

File Description	Documents
Any additional information	<u>View File</u>
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)	<u>View File</u>

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

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	<u>View File</u>

4.3 - IT Infrastructure

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

Our college always tries to improve the IT facilities are used in a variety of ways as given below:

1. IQAC room with 02 terminals and 01 laptops and internet connectivity using Meghbela Broadband connection with 100 MBPS network speed with LAN and WiFi facilities.

2. Computer Centre in the Science Building

3. Laptops for the use of faculty.

4. Fully computerized Office

5. Several customized Online applications and portals like

1. Online admission portal: https://pkhnm.ac.in/

2. Online fees collection (round the year):

3. Office software is used to manage accounts.

4. The central library is fully automated with the KOHA software (cloud version)

5. The entire college is fully covered by CCTV Surveillance.

6. Online portals for the administrative purposes

i. AISHE https://aishe.gov.in/aishe/home

ii. Banglar Uchcha Shiksha https://banglaruchchashiksha.wb.gov.in/

iii. CUEXAM portal https://www.cuexamwindow.in/

iv. WBIFMS/ HRMS https://www.wbifms.gov.in

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

4.3.2 - Number of Computers

63

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	[View File](#)

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)

11.52456

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 institution ensures effective and proper maintenance of infrastructural, academic and support facilities like laboratory, library, sports, computers, classrooms etc. The

administration

strives to ensure that all equipment in the college is
functional, and if not, proper steps are taken either to repair
items or to replace entirely if funds permit. Sports facilities
are maintained under the supervision of Dept. of Physical
Education. Financial Tally Software, AMCs for all computers and
printers including library automation software like KOHA
software and servers which maintain the domain for the college
website and to pursue college admission every year, that also
for maintenance for water coolers, aqua guard for regular need
based and annual contract with monthly subscription of broadband
internet network connectivity with Wi-fi facilities are in
place. Renewal of all contracts regarding these systems is the
responsibility of the Accounts Office and the bursar and the
decentralized administrative committees ensure that the entire
workload concerning the smooth running of such systems is
judiciously distributed among the teachers including the library
department and non-teaching officials. Cleanliness and regular
dusting of the desks and chairs are the responsibility of the
Group- D staff.

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

471

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
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

D. 1 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)	View File

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	View File
Upload any additional information	No File Uploaded
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

0

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

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

10

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

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

0

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

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)	[View File](#)

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)

Our college has continued to maintain a healthy tradition of involving student representatives in different key administrative as well as academic decision-making bodies like the Governing Body. The Students' Union helps out actively during Freshers' welcome and the Annual College Fest, International Vernacular Day, 'Vansantotsav'- in close collaboration with the College administration and selected faculty members. The union remains similarly instrumental during the annual sports and such events. Members from the union remain physically present to encourage students and help out when our students venture beyond the college premises to take part in inter-college or university-level sports events.

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

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

9

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
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

The college does not have an alumni association yet. This could chiefly be ascribed to the nature of demographics of this region in which once graduated, students move on to a drastically different life, get embroiled in the regular tensions and struggles of having to earn money for the family, and are not generally invested in the academic-administrative ecosystem of the institution. Those who are relatively more successful do generally end up in metropolitan centres, away from these rural areas, and they could only be hard pressed to share the sort of active interest that is required. What the college has been able to do instead is create WhatsApp groups for every department and such groups are dedicated to the alumni of the respective departments.

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

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

Our college imparts quality education to the students of rural area.

Vision

Achieving comprehensive enlightenment by prioritizing fairness and embracing diversity.

Mission

Our goal is to empower local youth through holistic manifestation of inner potential and offer reasonably priced, globally-standard education while upholding Indian culture with a scientific approach.

The Governing Body (GB) of the college works in collaboration with the Head of the Institution to regulate and maintain an amicable and scholastic environment. The Head of the Institution along with the members of Teaching/Non-Teaching staff implement the decisions and policies of the management. Council and Academic Sub-Committee meet regularly to discuss and further implement important decisions regarding academic/co-curricular activities of the college.

File Description	Documents
Paste link for additional information	https://pkhnm.ac.in/vision_mission.html
Upload any additional information	View File

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

The effective leadership is visible in various institutional

practices such as decentralization and participative management. The college administration has conscientiously attempted to maintain the essentially democratic nature of administrative prerogatives and attendant responsibilities. HODs of different departments are entrusted with all departmental decisions

pertaining to academics and such significant details as the attendance-specifics of individual students. The HOD reports to the Academic Council, a democratically selected body from among the faculty that is entrusted with such crucial details as the formation of the inter-departmental routines and the exam schedule, among other things. Each and every detail is inspected and decided in consultation with the IQAC coordinator through formal meetings. In such rare instances as a formal meeting of the council having been declared unfeasible or impossible for whatever reason, the responsibility for decision-making pertaining to academics' rests with the convener of the Academic Council and s/he settles such affairs after consulting with the IQAC coordinator, after which the hon'ble principal sir is made aware of any significant decision taken. The college encourages a culture of participative management by involving all staff in administrative activities.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional Strategic/ Perspective Plan is effectively deployed. The college is a government aided institution hence it follows government policies laid down by the Department of Higher Education, Government of West Bengal . Still a perspective plan is in force in the college which takes into consideration the following aspects –

- Annual Calendar

- AQAR

- MOU with different academic institutions

- **Vision and Mission of the college**

- **Students' needs and**

- **Future plans of the college Development**

The college takes initiatives in these regards by planning and formulating a course of action for better utilization of available human resources and infrastructure and takes action immediately for the betterment of all stakeholders of the college.

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

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 institute has a vision to be a centre of excellence in Higher Education committed towards socio economic advancement of the locality.

Decision making is decentralized at different levels operating at strategic level (GB and Principal), Functional level (HODs) and operational (Faculty and students) levels of management. At Institute level there is Internal Quality Assurance committee (IQAC) headed by IQAC coordinator. Some of the major committees are Academic, Research and Development, Library, Student/Staff Activity Body, Training and Placement, Internal Complaint and Exam Committees. Academic Committee is responsible for preparing Academic Calendar representing planning and execution of all the academic activities to be conducted in the forthcoming Academic Year.

The pay scale, PF facility, service conditions, promotions, working hours, holidays and vacations for staff members are as per the norms laid down by of Government of West Bengal. For the service conditions and rules, the Institute follows the rules and regulations laid down by UGC, Government of West Bengal.

All the promotions of teachers and non-teaching staff are made as per the career advancement scheme (CAS) setup by UGC and Government of West Bengal.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	**No File Uploaded**

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	**No File Uploaded**
Screen shots of user interfaces	<u>View File</u>
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<u>View File</u>

6.3 - Faculty Empowerment Strategies

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

The institution effectively provides a scope to the teaching and non-teaching staff to be associated with welfare scheme. They are as follows:

Group Saving Linked Insurance scheme for teaching and non-teaching staff.

The institution provides of paying advance salary to the newly appointed staff until their pay fixation is received from West Bengal Higher Education Department.

Festival advance for Government approved teaching and non-

teaching staff.

General Provident Fund (GPF) Loans is financial strength to Full-time teaching and permanent non-teaching staff.

The female staff members enjoy maternity leave of six months as per Government rule.

Vending Machine having incineration facility separate toilet facility for women.

The institution has provided measures for being incorporated in different health schemes of the Government of West Bengal for the staff.

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

3

File Description	Documents
Upload any additional information	[View File](#)
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	[View File](#)

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)	View File

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

0

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
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 Head of the Institution has introduced a proforma for self-appraisal of the teaching staff following UGC regulation since 2018, wherein, he records the details of his/her performance of

duties and participation in the activities assigned to him/her by the college. The details are recorded in minutes under the categorization of academic, other academic and administrative activities.

The institution follows Performance based Appraisal System for the teaching staff as mandated by the Directorate of Higher Education, Government of West Bengal. 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 claim are verified by the IQAC and forwarded to the Head of the Institution 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 for career advancement.

Career Advancement Scheme for all teachers who become eligible for the different stages of promotion. Academic performance of each individual teacher comes under serious scrutiny during this time.

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

Audit is a crucial means which provides credibility and transparency to the financial statement of the institution. The college conducts external audit. As per the government norms rules, the External Panel Auditors are appointed by the Directorate of Public Instructor (DPI), Government of West Bengal. Based on the account statements submitted by the Authority of the college, the external auditor conducts the external audits and hands over the reports to the Principal as well as submitted a copy of this report to the DPI.

The Financial Audits of the college are done by the Panel auditors selected by DPI and /or Auditors of various chartered firms.

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)	View File

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

Resource mobilization is a process, which will identify the resources essential for the development, implementation and continuation of works for achieving the organization's mission. It means seeking new sources of resource mobilization and maximum use of the available resources. It is actually a process of raising different types of support for organizations.

As said above, it can include both cash and in kind support. The first part of the process is to develop a resource-mobilization strategy. The main steps in the strategy are: Submitting proposals to a typical donor agency UGC/University / MLA Fund etc. is the most conventional way of getting financial support. Other sources of funds are generated from selling scrap of newspapers /magazines etc.

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 this HEI worked relentlessly as a team for quality assurance and quality upgradation. Upholding the reputation of the institution among the students in the locality and among other HEIs has been the primary thrust area of the IQAC efforts. With a view to achieving this goal The college Learning Management System (LMS) was introduced by the IQAC to develop, deliver and track learning resources to students. It enables communication of academic plans, lecture notes and videos, and course contents to students. The IQAC has taken initiatives in enabling the facilities of overhead projectors in most classrooms. Separate portable projectors are used by the teachers in the classrooms which don't have wall hanged overhead

projectors. Teachers are encouraged to take PPT classes. IIQA was submitted and IQAC involves all staff in preparation of SSR. The IQAC encourages teachers to undertake research projects and pursue PhD and publish research articles in academic journals. Teachers are motivated to actively participate in seminars held in different institutions.

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

Annual Academic Audits are conducted internally by IQAC at the end of each academic session. After the completion of an academic session, the IQAC seeks departmental profiles with detailed information on admission, class load, curriculum

implementation, experiential Learning methodologies adopted, examination results, extracurricular activities, and research output of teachers.

The IQAC analyzes the departmental performances and gives constructive feedback to the departments suggesting measures for internal quality enhancement and setting higher goals to meet new challenges.

Review of teaching-learning-outcome is also carried out by collecting feedback from students regarding curriculum delivery and implementation.

The IQAC has made initiatives towards infrastructural development like constructing classrooms and laboratories.

The IQAC encourages departments to organize webinars on themes relevant to the educational needs and futuristic growth of the students.

The IQAC suggests innovative pedagogical methodologies like projects, field trips, student seminars, workshops. New laboratory equipment, books and learning resources (LMS), online competitive examination (Entry in service) etc. are procured for imparting updated knowledge of the students. Industry-Academia collaboration is established wherein students get the opportunity to job after completion of their education.

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)

B. Any 3 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	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](#)

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

Purash Kanpur Haridas Nandi Mahavidyalaya has taken pride in providing adequate facilities and enabling consciousness and sensitization towards gender equality

Facilities available:

• The college has a Girls' common room with amenities for sports and recreation.

• The college has installed a sanitary napkin vending machine.

• CCTV cameras are installed that help in monitoring the safety of girl students.

The College is equipped to address grievances related to sexual harassment through its active Internal Complaints Cell and Anti-Sexual Harassment Cell. However, no such grievances on sexual harassment yet have been reported till date.

Sensitization programs:

The IQAC and Women Cell make endeavours to foster a progressive attitude towards gender equality. The members of IQAC & Women coordinate with the students to carry out a number of activities to root ideas of gender awareness in real-time actions. Students actively participate in the celebration of International Womens' Day each year. Every year a seminar on gender sensitization is

organised to educate the students on gender equity and other contents.

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	No File Uploaded

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

To keep "Clean Campus, Green Campus" moto, the NSS unit of the college has been playing a vital role behind this motto.

We keep bins on each floor in classrooms, laboratories and toilets. Bio degradable and non-biodegradable wastes are separated at source.

Liquid waste mainly consists of waste water and liquid chemicals. The College has a proper sewage system linked with the main sewage system. The Canteen wastes are also disposed of properly.

Dysfunctional Computers, computer accessories and other dysfunctional electronic devices are stored in a separate room and E -waste are managed properly. The College has successfully

minimized the use of paper through an increased focus on ICT in teaching learning and administration.

Hazardous chemicals and radioactive waste management: Use of more hazardous solid chemicals are preferably avoided and not used in any laboratory.

The college has been using LED bulbs and tube lights in the office rooms, some laboratories and class rooms of the college as an effective measure of energy conservation.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

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**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	No File Uploaded

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

B. Any 3 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	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
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	**No File Uploaded**

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).

It is the duty of an educational institution to encourage an atmosphere of inclusiveness and harmony irrespective of cultural, linguistic, regional, communal and socioeconomic diversities among the students and the staff. Saraswati puja was organized by the students in the college to encourage communal and religious harmony. Various cultural events on the occasions of Independence Day, Teacher's day and Foundation day are regularly organized to bind the students with a common goal of harmonious coexistence by following the ideals of the great leaders and thinkers who have shaped this great country.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
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 college tries to imbibe a sense of belongingness towards the society. In that session the students, mostly the fresher, are made aware of their code of conduct, their duties towards the college and the nation altogether. The college celebrates the Independence Day, Republic Day with flag hoisting and march past. Speeches are delivered by faculties on those occasions, whereby the students learn the importance of constitutional

obligations.

The college runs two courses: Political Science Core Course, and Political Science Generic Elective course, where about 100 students gather in-depth knowledge about the Constitution of the country. The students from different departments have regularly participated in the events like Mock Parliaments.

The college also has an electoral club in operation. The teachers of the department of Political Science organise different seminars and debates among students and teachers to imbibe the ethics, culture and knowledge of parliamentary democracy.

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

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

1. Independence Day: Flag hoisting ceremonies and other cultural activities are conducted to indulge students in grand celebrations. NCC cadets of Sundarban Mahavidyalaya take part in parades.

2. Every year on 21st February the International Mother Language Day (Bhasha Dibosh) is celebrated in the college. Several programmes like songs, recitals and speeches are organised to mark the importance and the glory of the programme.

3. College Foundation Day is celebrated every year on 29th September.

4. Teachers Day is celebrated by our students on 5th September.

5. Ishwar Chandra Vidyasagar's 203th birthday celebration

6. Annual Cultural Programme: Every year the college organises the annual cultural programme (20.01.2023) which is celebrated with great enthusiasm among the students.

7. Freshers Welcome is celebrated on 19.01.2024

8. NAAC CALTURAL PROGRAMME was held on 21.03.2024

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
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.

"ICT enabled Teaching Learning and Office Management"

Quick communication of information to all stakeholders and practice of ICT in teaching learning and also in office management system. It serves to satisfy the growing quest for knowledge in the current educational scenario. Teaching, Learning and Evaluation through Google workplace were successfully done. Communication of staff with principal through emails and official whatsApp Group are in place. Online Admission process, office automation and Library automation are also maintained. The fast and effective communication is the most important impact of this practice. No stakeholder should remain left out of the information sharing process.

E-helpdesk

The students were given the contact details of the members of the E-helpdesk through a notice and academic, administrative, exam related issues are divided among the members. The students get in touch with the designated members according to their needs and requirements. The members either address the queries if they are in knowledge of the same or escalate the ame to appropriate authority. The students were vastly benefited from the practice as their queries and grievances were redressed at the grassroot and their legitimate anxieties engendered out of the online mode of teaching-learning and evaluation were also easily allayed.

File Description	Documents
Best practices in the Institutional web site	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

ICT and e-governance in dissemination of pedagogy and differing walks of administration have been a thrust area of the institution. The usage of ICT and e-governance have seen an all-round implementation in the institution, including admission, recording student data, examination and general administration. The dynamic website of the college has played a pivotal role in this regard. With the students getting quickly equipped with the online mode of teaching learning, they have started actively participating in webinars and web-talks organized by the institution.

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

Effective implementation of curriculum is the primary motive of the institution, and it has a mechanism to ensure effective curriculum delivery through a well-planned and documentation process are as follows.

The Annual Academic Calendar is prepared according before commencement of academic year by Academic Sub-Committee. Academic meeting is held in each department before the beginning of classes to prepare departmental routine and distribution of syllabus among the faculty and it is provided to the students. The conventional chalk and duster method of teaching is supplemented by reasonable use of ICT to make the teaching-learning process more learner-centric. Many students enjoy the opportunity of experiential learning by field surveys and project works. Students are also encouraged to participate in different co-curricular activities through NSS/NCC unit. The mentors take great care to keep a compassionate relationship with the mentee to facilitate their academic and overall growth and development. The institution encourages faculty members to attend OP/RC/workshop for acquiring necessary skills.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	[chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://pkhnm.ac.in/doc/PKHNM_Academic%20Calender_2023-2024.pdf](#)

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

As a part of well-planned system of curriculum delivery academic calendar is prepared at the beginning of the academic session. Following the academic calendar of affiliating University of Calcutta tentative dates of

admission, commencement of classes, internal examinations and final examinations are inserted in the college's academic calendar. The college follows the academic calendar to notify time to time the dates of different academic activities like admission, commencement of classes, internal examinations and final examinations. The academic calendar helps the faculty members to prepare their respective teaching plans. Heads of different departments closely monitor the matter relating to completion of syllabus as per teaching plan. Internal examinations, assignments and class tests are part of Continuous Internal Evaluation (CIE) of students. Assignments are given to the students by the teachers following department specific teaching plans. Internal Examinations are conducted following the academic calendar. Over and above the Principal monitors the effective implementation of the academic calendar through formal meetings of the Academic Committee and also through informal discussions with the faculty, if he feels necessary.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://pkhnm.ac.in/doc/PKHNM_Academic%20Calender_2023-2024.pdf

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 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	C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
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

11

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)

0

File Description	Documents
Any additional information	No File Uploaded
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

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on

programs during the year

0

File Description	Documents
Any additional information	No File Uploaded
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

The University of Calcutta incorporates Environmental Studies as one of the Ability Enhancement Compulsory Courses (AECC) for all undergraduate courses. So, all students of this college compulsorily study crosscutting issues relevant to environment and sustainability. In addition to those important issues of value education and/or gender and/or environment and/or business ethics have been integrated in the syllabus of various subjects/discipline like Bengali, English, Chemistry, Geography, Economics, History, Political Science, Physics, Physical Science, Sanskrit and Commerce, taught in this college, as either Core Course (CC) or Discipline Specific Elective, Course (DSE) or Generic Elective Course (GE) or Skill Enhancement Course (SEC).

File Description	Documents
Any additional information	No File Uploaded
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

2

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	<u>View File</u>
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)	<u>View File</u>

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

55

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<u>View File</u>

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	**D. Any 1 of the above**

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
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)	[View File]()

1.4.2 - Feedback process of the Institution may be classified as follows	**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://pkhnm.ac.in/doc/STUDENT%20FEEDBACK%20ANALYSIS%202023-24_Signed.pdf

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

1354

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

365

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

It is primarily through the classroom interactions that the teachers assess the learning levels of the students for advanced learners and slow learners. For advanced learners the approaches

adopted are as follows:

- **A well-stocked library with advanced reference facilities**

- **Encouragement for paper presentations using ICT**

- **Special lectures by eminent speakers from academia**

- **Free internet access**

- **Counselling by faculty to appear for competitive examinations**

- **Seminars and workshops**

Role Reversal Quiz Lecturing in seminars

Identification of weak students made on the basis of interactions and assessment tests during classes. The strategies adopted to level up the slow learners are as follows:

- **Meeting and communicating to the weaker students their areas of weakness**

- **Providing exam-friendly study materials**

• **Teachers available beyond class hours to counsel the weaker students over phone and interfaces**

• **Evaluated answer scripts of college examinations discussed with students to identify and address their shortcomings**

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	**No File Uploaded**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1255	**36**

File Description	Documents
Any additional information	[View File](#)

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

All the departments follow student centric learning practices as much as applicable depending upon their syllabi and curricula. The departments of Geography, Chemistry and Physics have well equipped laboratories. The theoretical classes are most often supplemented with experiments to assist them acquiring and enriching in-depth knowledge. The Department of Geography has a computer laboratory and required software (QGIS) for learning Geoinformatics and related topics. The departments of Commerce and Mathematics also have computer laboratories. The department of Geography undertakes excursions every year. The students are given tasks to collect data and information relevant to their place of visit as part of their project work. Most of the teachers deliver their lessons using LCD/LED projector and apply PowerPoint presentation, YouTube video, drama, recitation, etc. through CD, DVD. All the departments upload text, audio and video teaching material on the college website under Learning Management System (LMS). The students can access the LMS available on the website. Most of the departments

organise quiz, debate, extempore, group discussion, role-reversal and departmental seminars, etc. as important and effective. components of student centric and participative learning. Google Classroom also proved to be another helpful digital space for efficiently conducting the teaching learning process.

File Description	Documents
Upload any additional information	No File Uploaded
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

Purash Kanpur Haridas Nandi Mahavidyalaya adopted the following ICT tools for effective delivery of teaching & learning: The College has a Wi-Fi enabled campus. The college has ICT enabled Classrooms having Laptops and Projectors which helps in the e-learning process. The college has an Automated Library (KOHA enabled) with an OPAC facility that enables the students to find the availability of books easily. The library also provides accessibility to e-resources through INFLIBNET to teachers and students. The college has well equipped Computer Laboratories for practical classes. The Geography laboratory is updated with QGIS 3.14. The laboratories have access to software C in the Mathematics department, TALLY software in commerce department. Students are encouraged to prepare presentations, assignments, project and field reports using MSWord, MS Power point, MS Excel, and other ICT tools.

File Description	Documents
Upload any additional information	No File Uploaded
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

36	

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

36	

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	*View File*

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

14	

File Description	Documents
Any additional information	**No File Uploaded**
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)	*View File*

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

421

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 Institution is affiliated to the University of Calcutta, follows all regulations laid out by the University regarding examination and evaluation. The academic committee conduct internal examination through a dedicated Examination Committee. Teachers ensure that the students are aware of the Internal Assessment Evaluation Criteria at the beginning of the academic session. It is discussed with them in detail to enhance transparency and rigor with a view to focus on individual and original work. As a part of a well-planned system of curriculum delivery, the academic calendar is customarily prepared right at the beginning of the academic session. Assignments are given to the students following department specific teaching plans. In the CBCS system, 35% of marks are awarded through Internal Evaluation and the rest 65% is awarded by external evaluation. Out of the 35% marks awarded for internal evaluation, 10% marks is allotted for attendance, 10% for Internal Assessment and 15%is allotted for Tutorial Project. For practical based subjects, 50% for theoretical part and 30% for practical part of the evaluation, apart from marks allotted for attendance (10%) and IA(10%) allotted for Tutorial Project.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

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

Our college has the following mechanism is in place:

The college has separate Examination Committees for each Semester which are entrusted with the smooth conduct of university examinations. They also ensure redressal of any exam related grievances. Separate Exam related grievance portal has been created on the college website. Percentage of attendance is announced at regular intervals. Students with grave medical conditions, physical deformities and those participating in extracurricular activities are given justified concessions. Any application submitted on the above grounds are taken into consideration. Students always have ready and reliable access to respective departmental teachers in order to sort out any doubts and confusions about Internal Assessment tasks. The answer papers of the internal/tutorial examinations are preserved by the College for five years as directed by the University. A candidate may formally apply to the Controller of Examinations, CU for the re-examination of within 15 working days of the University from the date of the publication of the result. The college, in principle and in practice, is verified after a formal request from an examinee is made, and after verification such applications are immediately approved for further action by the University.

File Description	Documents
Any additional information	No File Uploaded
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.

The Programme and the course outcomes are designed to equip the students for either further studies or gainful employment. Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are communicated to the students by the faculties. The following mechanism is followed by the institution to communicate the course outcomes:

Hard copies of syllabi provided by the Calcutta University and programme specific outcomes are available in the departments for ready reference to the teachers and students.

Soft copies of curriculum and CO, PSO and PO are also shared among the students through departmental whatsapp groups. The importance of CO, PSO and PO have been communicated to the teachers in Academic meetings of the college. The students are also made aware of the same through orientation programmes organised by the college and also by the department.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The Programme and the course outcomes are designed to equip the students for either further studies or gainful employment. The final outcomes of the Courses or Programmes are evaluated by the marks or grades that the students obtained in the University examinations. While Course Outcomes can be judged at the end of a semester by the course results, the Programme Outcome is obtained by the programme result after completing all semesters. The attainment of the course outcome is also assessed through internal examinations as the questions for the internal examinations are framed in line with course outcomes. Feedback from students is collected and analysed to assess how far the institution has succeeded in fulfilling its stated outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
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

167

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)

chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://pkhnm.ac.in/doc/STUDENT%20FEEDBACK%20ANALYSIS%202023-24_Signed.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)	View File

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)	View File
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

21

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

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

5

File Description	Documents
Any additional information	**No File Uploaded**
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

3

File Description	Documents
Any additional information	**No File Uploaded**
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

Education is not restricted to the confines of the classroom. After all the aim of education is to carve out from a student a better human being who is sensitive, both to the needs of society and aware of his/her own duties as a responsible young citizen. The college has many student-oriented wings like NSS, NCC and Women's Cell. Students are actively encouraged to enrol in them. It has helped many students to overcome their initial hesitation and has successfully transformed themselves as a much more confident individual. Our Women Cell also organised several programmes to raise awareness of gender issues. Department of Economics organised an outreach programme on 'Small Scale Industries in India – a Rural Perspective in West Bengal' and Department of Geography organised another outreach programme on Soil Health Management for Sustainable Agriculture for neighbourhood community development. Department of English organised Extension Programme on The Scopes and Opportunities of Studying English.

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

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)	<u>View File</u>
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

3

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

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

215

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

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)	<u>View File</u>
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

1

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

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.

The College has 11 Undergraduate Departments offering UG courses. The administration has successfully allotted classrooms for all classes providing proper master routine with adequate seating arrangements for students and teachers. The college has 26 fully functional

classrooms. The Department of Chemistry (1 separate Laboratory cum classrooms), Physics (1 General Lab cum classrooms) Physical Education (1 separate Laboratory cum classrooms) and

Geography (2 General Lab cum classrooms and 1 Computer Lab) have their own separate laboratories well equipped with instruments and instrumental records (Log Books) are maintained. The Department of Commerce has 1 Computer Lab cum classroom. There are three computer laboratories well maintained with WiFi/Lan connected to provide sufficient access to students. There are 09 classrooms available with the ICT facilities to culture the opportunities of digital benefits. Our well-equipped digitally controlled central library has a large number of books and e-resources like ejournal, e-books etc. under N-LIST programme. Few departmental libraries are also available for further assistance to the students of advanced courses.

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.

College with its infrastructure encourages students to take part in different indoor and outdoor games and sports. There are two common rooms in the college premises one for girls and one for boys' students. These serve as an open space for relaxation, socializing, and entertainment.

There are sports sub-committee comprising of teaching, non-teaching staff and students. This committee organizes annual sports. Events like 100mt, 200mt, 400mt, 800mt,1500mt, Relay Races, Shot Put, Long Jump are held enthusiastically. Students take part in university land District level tournaments. Different playing kits such as football and carom board are in place. The College has its own playground and organizes annual sports here. The students are encouraged to organize and take part in cultural events. The institution regularly organizes events such as International Mother Language Day, International Women's Day, College Foundation Day and so on. The college has a dedicated space for gymnasium where equipment for the same purpose is kept. They are regularly utilized by the students. The cultural sub-committee of the college efficiently organizes different cultural events and competitions. Students are encouraged to take part in different cultural events and competitions organized by the college and other institutions.

File Description	Documents
Upload any additional information	**No File Uploaded**
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.

09

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

09

File Description	Documents
Upload any additional information	**No File Uploaded**
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)

12.9945

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 Central Library keeps pace with its mother institution Purash Kanpur Haridas Nandi Mahavidyalaya which started its journey in the year 1966. The college has always boasted an adequately well-stocked Central Library. The library of this college is an open access library with a collection of approximately 26955 books. Books are classified by using DDC 22 Classification schedule. The stock of books is constantly evaluated, and the library has a fairly regular weeding out as well as procurement mechanism in place. Library is being

automated using the Integrated Library Management System.
Library uses the Library Management software named Koha. It
is totally cloud-based and Version: 21.05.08 (ref dt
24/12/2021). It is fully automated and 24/7 access to the
server with 99.9% uptime assurance. It has a 24x7x365 OPAC
search facility. The library has a paid subscription of the N-
LIST services. Students are becoming enriched with the use of
NDL. Besides, there is a multiplicity of administrative-
logistical works of the college that the library is entrusted
with. Every year the library organizes a students'
orientation programme for 1st year or new students so that
they become familiar with the diversity of mechanisms that
the library has in store for them.

File Description	Documents
Upload any additional information	No File Uploaded
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

D. Any 1 of the above

File Description	Documents
Upload any additional information	No File Uploaded
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)

10341

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

File Description	Documents
Any additional information	**No File Uploaded**
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

Our college always tries to improve the IT facilities are used in a variety of ways as given below:

1. IQAC room with 02 terminals and 01 laptops and internet connectivity using Meghbela Broadband connection with 100 MBPS network speed with LAN and WiFi facilities.

2. Computer Centre in the Science Building

3. Laptops for the use of faculty.

4. Fully computerized Office

5. Several customized Online applications and portals like

1. Online admission portal: https://pkhnm.ac.in/

2. Online fees collection (round the year):

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3. Office software is used to manage accounts.

4. The central library is fully automated with the KOHA
software (cloud version)

5. The entire college is fully covered by CCTV Surveillance.

6. Online portals for the administrative purposes

i. AISHE https://aishe.gov.in/aishe/home

ii. Banglar Uchcha Shiksha
https://banglaruchchashiksha.wb.gov.in/

iii. CUEXAM portal https://www.cuexamwindow.in/

iv. WBIFMS/ HRMS https://www.wbifms.gov.in
```

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

4.3.2 - Number of Computers

63

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	[View File](#)

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)

11.52456

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 institution ensures effective and proper maintenance of infrastructural, academic and support facilities like laboratory, library, sports, computers, classrooms etc. The administration

strives to ensure that all equipment in the college is functional, and if not, proper steps are taken either to repair items or to replace entirely if funds permit. Sports facilities are maintained under the supervision of Dept. of Physical Education. Financial Tally Software, AMCs for all computers and printers including library automation software like KOHA software and servers which maintain the domain for the college website and to pursue college admission every year, that also for maintenance for water coolers, aqua guard for regular need based and annual contract with monthly subscription of broadband internet network connectivity with Wi-fi facilities are in place. Renewal of all contracts regarding these systems is the responsibility of the Accounts Office and the bursar and the decentralized administrative committees ensure that the entire workload concerning the smooth running of such systems is judiciously distributed among the teachers including the library department and non-

teaching officials. Cleanliness and regular dusting of the desks and chairs are the responsibility of the Group- D staff.

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

471

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

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

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	**D. 1 of the above**

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

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)	<u>View File</u>

5.1.5 - The Institution has a transparent mechanism for timely redressal of student	**A. All of the above**

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View File](#)
Upload any additional information	**No File Uploaded**
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

0

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	**No File Uploaded**

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

10

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

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

0

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

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)	View File

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)

Our college has continued to maintain a healthy tradition of involving student representatives in different key administrative as well as academic decision-making bodies like the Governing Body. The Students' Union helps out actively during Freshers' welcome and the Annual College Fest, International Vernacular Day, 'Vansantotsav'- in close collaboration with the College administration and selected faculty members. The union remains similarly instrumental during the annual sports and such events. Members from the union remain physically present to encourage students and help out when our students venture beyond the college premises to take part in inter-college or university-level sports events.

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

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

9

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
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

The college does not have an alumni association yet. This could chiefly be ascribed to the nature of demographics of this region in which once graduated, students move on to a drastically different life, get embroiled in the regular tensions and struggles of having to earn money for the family, and are not generally invested in the academic-administrative ecosystem of the institution. Those who are relatively more successful do generally end up in metropolitan centres, away from these rural areas, and they could only be hard pressed to share the sort of active interest that is required. What the college has been able to do instead is create WhatsApp groups for every department and such groups are dedicated to the alumni of the respective departments.

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

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

Our college imparts quality education to the students of rural area.

Vision

Achieving comprehensive enlightenment by prioritizing fairness and embracing diversity.

Mission

Our goal is to empower local youth through holistic manifestation of inner potential and offer reasonably priced, globally-standard education while upholding Indian culture with a scientific approach.

The Governing Body (GB) of the college works in collaboration with the Head of the Institution to regulate and maintain an amicable and scholastic environment. The Head of the Institution along with the members of Teaching/Non-Teaching staff implement the decisions and policies of the management. Council and Academic Sub-Committee meet regularly to discuss and further implement important decisions regarding academic/co-curricular activities of the college.

File Description	Documents
Paste link for additional information	https://pkhnm.ac.in/vision_mission.html
Upload any additional information	View File

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

The effective leadership is visible in various institutional practices such as decentralization and participative management. The college administration has conscientiously attempted to maintain the essentially democratic nature of administrative prerogatives and attendant responsibilities. HODs of different departments are entrusted with all departmental decisions

pertaining to academics and such significant details as the attendance-specifics of individual students. The HOD reports to the Academic Council, a democratically selected body from among the faculty that is entrusted with such crucial details as the formation of the inter-departmental routines and the exam schedule, among other things. Each and every detail is inspected and decided in consultation with the IQAC coordinator through formal meetings. In such rare instances as a formal meeting of the council having been declared

unfeasible or impossible for whatever reason, the
responsibility for decision-making pertaining to academics'
rests with the convener of the Academic Council and s/he
settles such affairs after consulting with the IQAC
coordinator, after which the hon'ble principal sir is made
aware of any significant decision taken. The college
encourages a culture of participative management by involving
all staff in administrative activities.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional Strategic/ Perspective Plan is effectively
deployed. The college is a government aided institution hence
it follows government policies laid down by the Department of
Higher Education, Government of West Bengal . Still a
perspective plan is in force in the college which takes into
consideration the following aspects –

• Annual Calendar

• AQAR

• MOU with different academic institutions

• Vision and Mission of the college

• Students' needs and

• Future plans of the college Development

The college takes initiatives in these regards by planning
and formulating a course of action for better utilization of
available human resources and infrastructure and takes action
immediately for the betterment of all stakeholders of the
college.

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

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 institute has a vision to be a centre of excellence in Higher Education committed towards socio economic advancement of the locality.

Decision making is decentralized at different levels operating at strategic level (GB and Principal), Functional level (HODs) and operational (Faculty and students) levels of management. At Institute level there is Internal Quality Assurance committee (IQAC) headed by IQAC coordinator. Some of the major committees are Academic, Research and Development, Library, Student/Staff Activity Body, Training and Placement, Internal Complaint and Exam Committees. Academic Committee is responsible for preparing Academic Calendar representing planning and execution of all the academic activities to be conducted in the forthcoming Academic Year.

The pay scale, PF facility, service conditions, promotions, working hours, holidays and vacations for staff members are as per the norms laid down by of Government of West Bengal. For the service conditions and rules, the Institute follows the rules and regulations laid down by UGC, Government of West Bengal.

All the promotions of teachers and non-teaching staff are made as per the career advancement scheme (CAS) setup by UGC and Government of West Bengal.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	**No File Uploaded**

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	**No File Uploaded**
Screen shots of user interfaces	<u>View File</u>
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<u>View File</u>

6.3 - Faculty Empowerment Strategies

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

The institution effectively provides a scope to the teaching and non-teaching staff to be associated with welfare scheme. They are as follows:

Group Saving Linked Insurance scheme for teaching and non-teaching staff.

The institution provides of paying advance salary to the newly appointed staff until their pay fixation is received from West Bengal Higher Education Department.

Festival advance for Government approved teaching and non-teaching staff.

General Provident Fund (GPF) Loans is financial strength to

Full-time teaching and permanent non-teaching staff.

The female staff members enjoy maternity leave of six months as per Government rule.

Vending Machine having incineration facility separate toilet facility for women.

The institution has provided measures for being incorporated in different health schemes of the Government of West Bengal for the staff.

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

3

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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)	View File

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

0

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
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 Head of the Institution has introduced a proforma for self-appraisal of the teaching staff following UGC regulation since 2018, wherein, he records the details of his/her

performance of duties and participation in the activities assigned to him/her by the college. The details are recorded in minutes under the categorization of academic, other academic and administrative activities.

The institution follows Performance based Appraisal System for the teaching staff as mandated by the Directorate of Higher Education, Government of West Bengal. 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 claim are verified by the IQAC and forwarded to the Head of the Institution 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 for career advancement.

Career Advancement Scheme for all teachers who become eligible for the different stages of promotion. Academic performance of each individual teacher comes under serious scrutiny during this time.

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

Audit is a crucial means which provides credibility and transparency to the financial statement of the institution. The college conducts external audit. As per the government norms rules, the External Panel Auditors are appointed by the Directorate of Public Instructor (DPI), Government of West Bengal. Based on the account statements submitted by the Authority of the college, the external auditor conducts the external audits and hands over the reports to the Principal as well as submitted a copy of this report to the DPI.

The Financial Audits of the college are done by the Panel auditors selected by DPI and /or Auditors of various chartered firms.

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)	View File

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

Resource mobilization is a process, which will identify the resources essential for the development, implementation and continuation of works for achieving the organization's mission. It means seeking new sources of resource mobilization and maximum use of the available resources. It is actually a process of raising different types of support for organizations.

As said above, it can include both cash and in kind support. The first part of the process is to develop a resource-mobilization strategy. The main steps in the strategy are: Submitting proposals to a typical donor agency UGC/University / MLA Fund etc. is the most conventional way of getting financial support. Other sources of funds are generated from selling scrap of newspapers /magazines etc.

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 this HEI worked relentlessly as a team for quality assurance and quality upgradation. Upholding the reputation of the institution among the students in the locality and among other HEIs has been the primary thrust area of the IQAC efforts. With a view to achieving this goal The college Learning Management System (LMS) was introduced by the IQAC to develop, deliver and track learning resources to students. It enables communication of academic plans, lecture notes and videos, and course contents to students. The IQAC has taken initiatives in enabling the facilities of overhead projectors in most classrooms. Separate portable projectors are used by the teachers in the classrooms which don't have wall hanged overhead

projectors. Teachers are encouraged to take PPT classes. IIQA was submitted and IQAC involves all staff in preparation of SSR. The IQAC encourages teachers to undertake research projects and pursue PhD and publish research articles in academic journals. Teachers are motivated to actively participate in seminars held in different institutions.

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

Annual Academic Audits are conducted internally by IQAC at the end of each academic session. After the completion of an

academic session, the IQAC seeks departmental profiles with detailed information on admission, class load, curriculum implementation, experiential Learning methodologies adopted, examination results, extracurricular activities, and research output of teachers.

The IQAC analyzes the departmental performances and gives constructive feedback to the departments suggesting measures for internal quality enhancement and setting higher goals to meet new challenges.

Review of teaching-learning-outcome is also carried out by collecting feedback from students regarding curriculum delivery and implementation.

The IQAC has made initiatives towards infrastructural development like constructing classrooms and laboratories.

The IQAC encourages departments to organize webinars on themes relevant to the educational needs and futuristic growth of the students.

The IQAC suggests innovative pedagogical methodologies like projects, field trips, student seminars, workshops. New laboratory equipment, books and learning resources (LMS), online competitive examination (Entry in service) etc. are procured for imparting updated knowledge of the students. Industry-Academia collaboration is established wherein students get the opportunity to job after completion of their education.

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	B. Any 3 of the above

international agencies (ISO Certification, NBA)

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	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](#)

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

Purash Kanpur Haridas Nandi Mahavidyalaya has taken pride in providing adequate facilities and enabling consciousness and sensitization towards gender equality

Facilities available:

• The college has a Girls' common room with amenities for sports and recreation.

• The college has installed a sanitary napkin vending machine.

• CCTV cameras are installed that help in monitoring the safety of girl students.

The College is equipped to address grievances related to sexual harassment through its active Internal Complaints Cell and Anti- Sexual Harassment Cell. However, no such grievances on sexual harassment yet have been reported till date.

Sensitization programs:

The IQAC and Women Cell make endeavours to foster a

progressive attitude towards gender equality. The members of IQAC & Women coordinate with the students to carry out a number of activities to root ideas of gender awareness in real-time actions. Students actively participate in the celebration of International Womens' Day each year. Every year a seminar on gender sensitization is organised to educate the students on gender equity and other contents.

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	**D. Any 1 of the above**

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

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

To keep "Clean Campus, Green Campus" moto, the NSS unit of the college has been playing a vital role behind this motto.

We keep bins on each floor in classrooms, laboratories and toilets. Bio degradable and non-biodegradable wastes are separated at source.

Liquid waste mainly consists of waste water and liquid

chemicals. The College has a proper sewage system linked with the main sewage system. The Canteen wastes are also disposed of properly.

Dysfunctional Computers, computer accessories and other dysfunctional electronic devices are stored in a separate room and E -waste are managed properly. The College has successfully minimized the use of paper through an increased focus on ICT in teaching learning and administration.

Hazardous chemicals and radioactive waste management: Use of more hazardous solid chemicals are preferably avoided and not used in any laboratory.

The college has been using LED bulbs and tube lights in the office rooms, some laboratories and class rooms of the college as an effective measure of energy conservation.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

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	B. Any 3 of the above

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

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	View File
Any other relevant documents	No File Uploaded

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	B. Any 3 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	No File Uploaded

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,	B. Any 3 of the above

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

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
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	**No File Uploaded**

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).

It is the duty of an educational institution to encourage an atmosphere of inclusiveness and harmony irrespective of cultural, linguistic, regional, communal and socioeconomic diversities among the students and the staff. Saraswati puja was organized by the students in the college to encourage communal and religious harmony. Various cultural events on the occasions of Independence Day, Teacher's day and Foundation day are regularly organized to bind the students with a common goal of harmonious coexistence by following the ideals of the great leaders and thinkers who have shaped this great country.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
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 college tries to imbibe a sense of belongingness towards the society. In that session the students, mostly the fresher, are made aware of their code of conduct, their duties towards the college and the nation altogether. The college celebrates the Independence Day, Republic Day with flag hoisting and march past. Speeches are delivered by faculties on those occasions, whereby the students learn the importance of constitutional obligations.

The college runs two courses: Political Science Core Course, and Political Science Generic Elective course, where about 100 students gather in-depth knowledge about the Constitution of the country. The students from different departments have regularly participated in the events like Mock Parliaments.

The college also has an electoral club in operation. The teachers of the department of Political Science organise different seminars and debates among students and teachers to imbibe the ethics, culture and knowledge of parliamentary democracy.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers,	`D. Any 1 of the above`

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

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

1. Independence Day: Flag hoisting ceremonies and other cultural activities are conducted to indulge students in grand celebrations. NCC cadets of Sundarban Mahavidyalaya take part in parades.

2. Every year on 21st February the International Mother Language Day (Bhasha Dibosh) is celebrated in the college. Several programmes like songs, recitals and speeches are organised to mark the importance and the glory of the programme.

3. College Foundation Day is celebrated every year on 29th September.

4. Teachers Day is celebrated by our students on 5th September.

5. Ishwar Chandra Vidyasagar's 203th birthday celebration

6. Annual Cultural Programme: Every year the college organises the annual cultural programme (20.01.2023) which is celebrated with great enthusiasm among the students.

7. Freshers Welcome is celebrated on 19.01.2024

8. NAAC CALTURAL PROGRAMME was held on 21.03.2024

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
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.

"ICT enabled Teaching Learning and Office Management"

Quick communication of information to all stakeholders and practice of ICT in teaching learning and also in office management system. It serves to satisfy the growing quest for knowledge in the current educational scenario. Teaching, Learning and Evaluation through Google workplace were successfully done. Communication of staff with principal through emails and official whatsApp Group are in place. Online Admission process, office automation and Library automation are also maintained. The fast and effective communication is the most important impact of this practice. No stakeholder should remain left out of the information sharing process.

E-helpdesk

The students were given the contact details of the members of the E-helpdesk through a notice and academic, administrative, exam related issues are divided among the members. The students get in touch with the designated members according to their needs and requirements. The members either address the queries if they are in knowledge of the same or escalate

the ame to appropriate authority. The students were vastly benefited from the practice as their queries and grievances were redressed at the grassroot and their legitimate anxieties engendered out of the online mode of teaching-learning and evaluation were also easily allayed.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

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

ICT and e-governance in dissemination of pedagogy and differing walks of administration have been a thrust area of the institution. The usage of ICT and e-governance have seen an all-round implementation in the institution, including admission, recording student data, examination and general administration. The dynamic website of the college has played a pivotal role in this regard. With the students getting quickly equipped with the online mode of teaching learning, they have started actively participating in webinars and web-talks organized by the institution.

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

7.3.2 - Plan of action for the next academic year

1. Participation of every department to organise outreach programme for the benefits of the community.

2. Organizing seminar on career placement training for the benefits of the out-going students. Signing MOU with the renowned organization.

3. Encouraging every department to organise Faculty Seminar and Student Seminar.

4. Formation of different clubs for cocurricular activities.

5. Adaptation of villages

6. Organizing National and International Seminar/ Webinar, invited lecture

7. Publication of e-magazine for the students

8. Publication of edited book volume

9. Providing free health services to the students through medical organization.

10. Developing students management software.