



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

JAGANNATH KISHORE COLLEGE

POST AND DISTRICT-PURULIA

723101

www.jkcprl.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

September 2019

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Jagannath Kishore College started its journey on 22nd July, 1948 as a private college affiliated to Patna University, thanks to the enterprising efforts of people from all walks of society in Purulia. As the proficient students from this economically challenged area could hardly afford to pursue higher education going over to other places, the long cherished dream of Manbhumi came true when Gokul Kumari Devi, the widow of Sri Jagannath Kishore Lal Singh Deo of the Kashipur Raj, donated a fund of One lakh rupees for the foundation of a centre for higher education in Purulia. The college started with 109 students admitted to I.A. (Intermediate in Arts) and functioned as a private college till it was recognized by the then Government of Bihar as a Govt. aided institution in 1951. The district of Purulia emerged on 1st November, 1956 after Bengal annexation, and the college came under Calcutta University. J.K. College was affiliated to the University of Burdwan in 1961, and in 1963 was taken over as a sponsored college by the Government of West Bengal. Since 2010 it has been under the newly formed Sidho-Kanho-Birsha University. Most significantly the campus office of this University was J.K. College, and the building of the University has been built at a site at Ranchi road, on a land of some approximately 14 acres donated by J.K. College to the SKB University, Purulia for this noble project in the year 2011.

J.K. College is advantageously located in the district town [23°19' N, 86°22' E] minutes away from both Purulia Railway Station in South Eastern Railway and Purulia Bus Stand, enjoined with the township through the bypass that connects itself with NH 32.

The college was selected for **RUSA** grants in 2015 and enjoyed **CPE** status in 2010. The college has all through sustained its academic excellence. It was one of the best colleges under Burdwan University, and since its inclusion under SKBU 65-70% of the total students securing First class, and toppers in the university exams are from this college alone.

Vision

- To help students from the economically challenged background overcome all sorts of barriers – social, financial as well as mental.
- To be an eminent centre of education, synchronizing the values of traditional culture & brilliance of modern knowledge.
- To focus in catering to the needs of the young talents of rich potentialities by satisfying their thrust for inquisitiveness to a great possible extent.
- To create a great mass of educated human beings of exemplary character & integrated personalities.
- To equip the students to meet the unique challenges and opportunities of a globalized economy.

Mission

- To sustain and strive for further academic excellence.
- To enhance infrastructural facilities to accommodate diverse academic programmes.

- To inculcate humane values and greater responsibilities in students.
- To cultivate healthy and sustainable ecological practices.
- To promote ambience of free thinking and research.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Excellent academic ambience amid a sprawling campus spread over 89030.92 sq. mt (approx.) of land, dotted with gardens and ponds.
- Glorious academic and cultural heritage along with a satisfactory progress in the present time.
- Excellent understanding among members of faculty, office staff, parents, students & management
- Three well equipped hostels for boys, one each for general, scheduled caste and scheduled tribe, and two for girls, one for the general and another for the reserved category[to be opened shortly].
- A vast and verdant playground with athletic tracks, large indoor hall, and a gym.
- Technologically enhanced mechanisms of teaching-learning such as the ICT, digital learning platforms and a well equipped large e-classroom
- Infusing joy in knowledge through experimental and participatory methods of learning.
- Well-equipped laboratories for students & centralized facilities for research
- Well equipped library with around 23000 titles & an ever flourishing e-library.
- Availability of experts from various fields & professions in the town
- Excellent community services regularly being rendered by our NSS & NCC units, and hence repeatedly rewarded
- A continuous system of assessment through Class-tests, Mid-term, Term-End-Tests and regular feedbacks ensure academic excellence.
- Seminars, workshops, debates, quizzes and power point presentations by students and other co-curricular activities throughout the year
- A vast majority of toppers in the university exams
- High percentage of students progressing to further academic studies.
- High percentage of students getting employed in various fields
- A considerable number of students qualify UGC-CSIR NET/SET/GATE/NBHM/GRE/ & JAM/ JECA/ JEST every year.
- A healthy work culture ensuring smooth academics and administration.
- For holistic blossoming of the students, a number of value added & Add-on courses have been introduced.
- Regular publication of one peer reviewed journal with ISSN – *J.K. Times*.
- Illustrious alumni spread across the globe
- A health unit, free of charge, is run weekly twice
- An active students wellness centre
- Password free Wi-Fi campus
- Installation of large scale Solar energy unit saving cost & earning money

Institutional Weakness

1. Primarily loaded with conventional courses

2. Absence of institution-industry linkage & proper placement opportunity
3. Midway discontinuation & irregular attendance by students mainly due to economic reasons
4. Water scarcity
5. Inability to garner adequate regular funds from external sources
6. Lack of sufficient smart classrooms
7. Severe shortage of permanent non – teaching staff

Institutional Opportunity

1. Locational advantage – proximity to the affiliating University & easy accessibility to all stake holders
2. Scope for cultivating faculty cum student exchange programme with neighbouring colleges
3. Creation of Infrastructure for accommodating new departments
4. Further Introduction of Career oriented courses
5. Full automation of the Office
6. Production of study materials for the students

Institutional Challenge

1. Inculcating greater self belief in students who are mostly under privileged
2. Ensuring holistic growth within the framework of the syllabi
3. Modernizing the laboratories
4. Establishing interface with industries for campus recruitment
5. Keeping pace with changing social needs and academic challenges
6. Mobilizing funds for over-all improvement of the college

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

As an affiliated college, it does not have much scope to play major role in framing the syllabi. But as a good number of teachers have been in BOS, they contribute in fine tuning it. The college prepares annual academic calendar, central academic routine and arrangements for tutorial classes, remedial classes, group discussions, debates, etc for advanced and weak students. The syllabi are modularized and timely completion of assignments is ensured. 100% programmes are under Choice Based Credit System. Awareness programme in the forms of seminars/special lecture/workshops/video shows on issues related to Gender Equality, Environment sustainability & Human Values are regularly organized by various departments, Women Cell, Legal-aid Cell, Science Club or NSS throughout the year. Students also undertake field projects. Career counselling cell actively guides learners. A student wellness centre ensures that different stress related issues are taken care of with the help of individual mentors. A number of value added courses are introduced. The college provides free high speed Wi-Fi connectivity, Inflibnet facility and ICT facilities for students and teachers. Library has been made fully automated, and an e-library section for all has been started. Structured feedbacks are collected from various stakeholders, analyzed, and action taken reports on them are uploaded on college website.

Teaching-learning and Evaluation

The college is committed to offer an effective platform of self development to both teachers and students. From applicants almost three times of total seats, the college admits students strictly as per rules. The heterogeneity of the socio-cultural and economic background of the students is a challenge addressed effectively by categorizing them as advanced and slow, and catering to their specific needs. Majority of the teachers are Doctorates, and are research oriented. They take the role of Mentors, and are ever alert to safeguard the overall progress of the mentees under them. Audio-visual and web-aided teaching methods are immensely helpful to rouse the learners from the sloth of traditional chalk and talk method. Various participative and experiential methods of learning like group discussions, Role-play, mock class teaching, collaborative project assignments, outdoor experiments, field surveys etc help the students become confident explorers. The college maintains complete transparency in evaluation methods and continuously implements reforms in Evaluation system through class-tests, surprise tests, paper presentation and assignments. Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed on the college website. The college also evaluates the POs, PSOs, and COs in every academic session/semester and assesses the whole process to make it meaningful. As a result of all these methods adopted and pursued sincerely, a large number of students successfully get admissions for higher studies and get desired placements in future.

Research, Innovations and Extension

Within the limitations of being an affiliated college, J.K. College seeks to promote the possibilities of research, innovation and extension for better academic e growth. The college encourages teachers to apply for UGC sponsored MRPs and a number of teachers have either completed, or pursuing such projects. Some teachers are also appointed by the affiliated university as research guides. It is worthwhile to mention that a good number of teachers have been awarded Ph. D. from different universities and institutions in last five years. The college is committed to help teachers in the field of research by providing TA and other facilities for attending seminars and workshops, apart from encouraging the departments to carry out workshops and seminars, and IQAC itself organizes panel-discussions on fresh areas of research undertaken by the teachers. JK Times, the multi-disciplinary journal of the college, continues publication regularly to inspire teachers for initial push for research orientation and back-up. Ph.D & M.Phil theses as well as research projects done under M.R.P.by faculty members are kept in the library for ready reference.

Newly appointed teachers are guided in carrying out research following the ethical codes. MLA Handbooks are there in the library to help teachers maintain the codes of conduct for research oriented activities and publications. The code of ethics on malpractices and plagiarism are uploaded in the college website for the benefit of anybody interested. The liberal and benign attitude is key feature of research environment in our college.

Infrastructure and Learning Resources

The college has standard infrastructure facilities, regularly upgraded in a systematic manner. Apart from spacious and well ventilated class rooms, there are an auditorium, smart class rooms, language lab, sufficient number of laboratories, computing facilities, and a well equipped library with an e-library section. It is now fully automated with the latest version of LMS 2.0 as ILMS. WIFI is made available free of password to all inside the college campus. 23 class rooms have projectors installed in them. The college has filled up on an average of around 81% seats. Majority of members of the staff regularly use ICT facilities and other learning resources both for academic and administrative purposes. All departments are provided with computers, printers and 24 hour high speed internet connection. The Cheap Store helps learners with facilities of photocopying, book binding at reasonable rates. Common Rooms for Boys and Girls allow essential private space. Girls' Common Room and Girls' hostel are provided with Sanitary vending machine and incenerator. The big indoor stadium, Gym for both Girls and Boys, and large playground with experienced teachers to guide students/ staff help all to maintain a good physique. The college has been champion in various sports events. Meditation and Yoga are promoted. Cultural activities are encouraged and organised regularly. The Institution is also conscious about regular maintenance and replenishment of infrastructure. All Aqua guard and ROs have AMC. Fire Extinguishers are periodically monitored and recharged. Lab instruments are periodically checked and repaired.

Student Support and Progression

The college continuously and persistently takes utmost care of its students. The Students' Wellness Centre actively guides learners in progression to higher studies as well as finding job. Percentage of student progression to higher education is highly encouraging. The issues related to worries are also taken care of. Career counseling programmes have been conducted at regular intervals, but campus placement is not satisfactory mainly because of the non technical nature of the college and lack of industry academia interface. The percentage of students qualifying in NET/SLET/GATE is commendable, and a good number of students get employment every year. Every year a significant number of students are benefited by scholarships, freeship, and value added courses. The Students' grievances have been addressed in due time. IQAC plays an important role in it by organizing regularly grooming sessions with various departmental students. The participation of Students' Council in maintaining college environment is satisfactory. The Council conducts a number of programmes to maintain the healthy environment of the college. Students' participation as well as performances in community services, sports and cultural activities is also very praiseworthy. Alumni activities are not satisfactory but initiatives have been taken to integrate the former students. The contribution of the alumni to the college in academic and other aspects requires to gain momentum.

Governance, Leadership and Management

Under the guidance of the G.B., the college leadership provided mainly by the Principal has clear vision, goals

and transparent strategies executed effectively in consultation and active participation of all stake holders. Development objectives related both to academics and administration, and guidelines about how to implement them in a timely frame to attain the desired purpose within the budgetary provisions have helped the college make significant progress. All essential physical resources are made available to ensure all-round development of students and staff. The college has a totalitarian vision which is translated into reality through multifarious activities – academic, extra-curricular, and co-curricular. Transparent mechanism is also in place for recruitment, promotion, and financial aspects. The college has successfully implemented e-governance in almost all important operations. College funds are regularly audited as per Government regulations. Timely action is taken to mobilize funds from various sources. Several Welfare measures for staff, like leave for research, 2 A.C. train fare for seminar presentation. Interest free Puja advance, gym, health unit etc present the humane aspect of the administration. Formal mechanism is in place for self appraisal of teachers and non teaching members. The grievance redressal system is prompt in taking necessary action. The IQAC unit meets regularly, and has been engaged tirelessly in introducing Healthy Practices and encouraging Innovation in every field of work, both academic and administrative. A significant number of quality initiatives have been successfully started and implemented in the last five years.

Institutional Values and Best Practices

Various measures have been ardently incorporated in the day to day activities of the college not just to make it safe and secure for all stake holders, but to build it as an institute of high integrity, sensitive to environment, and compassionate to the underprivileged. Regular workshops, seminars, discussions, celebrations, rallies, camps etc are organised by NSS, NCC, Women Cell, Legal Cell, Science Club and different departments in collaboration with Ramakrishna Mission and others to sensitize the young learners about what they should do, and what they should not. CCTVs are installed at important junctions to keep vigil. Girls' common room and girls' hostel have sanitary napkin vending machines and incinerator installed in them. Anti-ragging measures are very rigorously followed to weed out all mischief. Waste managements are done effectively with all necessary measures in place. Solar panels installed have reduced 33% expenses on electric consumption. Rain water harvesting and allied measures taken in the last few years have done wonders for the college as well as the adjacent locality. Many wells which used to dry up in summer now have water throughout the year for common man to use in this water- scarce town. Other Green practices include use of bicycles, public transport, maintaining plastic free and tobacco free campus, gradual decreasing use of paper in the office, & emphasis on greening the campus with annual plantation drive, and replacement of conventional bulbs & tube lights by low-power consuming LED lamps. The college maintains complete transparency in academic, financial, administrative and auxiliary functions. The college has ramp, Rest Room, wheel chair, and scribe facilities during examination for the divyangjan. The college provides information on the code of conduct of students, teachers and administration. Core values of the institution are displayed on the Website. It promotes consciousness about national sentiments, and duties and rights of Indian citizens and inculcates human values. The record of the community outreach programmes undertaken throughout the year has been outstanding, and has become one of the best practices.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	JAGANNATH KISHORE COLLEGE
Address	POST AND DISTRICT-PURULIA
City	PURULIA
State	West Bengal
Pin	723101
Website	www.jkcprl.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	SANTANU CHATTOPA DHYAY	03252-222416	9434111565	-	jkcp.1948@gmail.com
IQAC / CIQA coordinator	ASHOKE KUMAR AGARWAL	0091-352222416	9832238016	-	ashoke_ashoke@rediffmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

Date of establishment of the college	22-07-1948			
University to which the college is affiliated/ or which governs the college (if it is a constituent college)				
State	University name		Document	
West Bengal	Sidho-Kanho-Birsha University		View Document	
Details of UGC recognition				
Under Section	Date		View Document	
2f of UGC	01-07-1972		View Document	
12B of UGC	01-07-1972		View Document	
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	Yes
If yes, date of recognition?	18-03-2010
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	POST AND DISTRICT-PURULIA	Semi-urban	22	10857

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,Commerce	36	HIGHER SECONDARY	English,Bengali	111	111
UG	BA,Bengali	36	HIGHER SECONDARY	Bengali	97	97
UG	BSc,Botany	36	HIGHER SECONDARY	English,Bengali	31	31
UG	BSc,Chemistry	36	HIGHER SECONDARY	English,Bengali	32	32
UG	BSc,Computer Science	36	HIGHER SECONDARY	English,Bengali	42	42
UG	BA,Economics	36	HIGHER SECONDARY	English,Bengali	37	37
UG	BSc,Economics	36	HIGHER SECONDARY	English,Bengali	10	10
UG	BA,Education	36	HIGHER SECONDARY	English,Bengali	49	37
UG	BA,English	36	HIGHER SECONDARY	English,Bengali	97	97
UG	BA,Geography	36	HIGHER SECONDARY	English,Bengali	42	42
UG	BSc,Geology	36	HIGHER SECONDARY	English,Bengali	32	32
UG	BA,Hindi	36	HIGHER SECONDARY	English,Bengali	42	31

UG	BA,History	36	HIGHER SE CONDARY	English,Ben gali	97	97
UG	BSc,Mathem atics	36	HIGHER SE CONDARY	English,Ben gali	72	72
UG	BSc,Microbi ology	36	HIGHER SE CONDARY	English,Ben gali	49	49
UG	BA,Philosop hy	36	HIGHER SE CONDARY	English,Ben gali	72	72
UG	BSc,Physics	36	HIGHER SE CONDARY	English,Ben gali	32	32
UG	BA,Political Science	36	HIGHER SE CONDARY	English,Ben gali	78	78
UG	BA,Sanskrit	36	HIGHER SE CONDARY	English,Ben gali	78	78
UG	BSc,Zoology	36	HIGHER SE CONDARY	English,Ben gali	31	31
UG	BCom,Com merce Program Course	36	HIGHER SE CONDARY	English,Hind i,Bengali	213	86
UG	BSc,Science Program Course	36	HIGHER SE CONDARY	English,Ben gali	84	84
UG	BA,Arts Program Course	36	HIGHER SE CONDARY	English,Ben gali	587	587
PG	MA,English	24	BA ENGLISH HONOURS	English	40	40
PG	MA,History	24	BA HISTORY HONOURS	English,Ben gali	40	40
PG	MSc,Mathe matics	24	BSC MATH HONOURS	English	42	42

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				22				42			
Recruited	0	0	0	0	17	5	0	22	20	6	0	26
Yet to Recruit	0				0				16			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				39
Recruited	11	2	0	13
Yet to Recruit				26
Sanctioned by the Management/Society or Other Authorized Bodies				20
Recruited	16	4	0	20
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				2
Recruited	2	0	0	2
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	12	4	0	5	4	0	25
M.Phil.	0	0	0	1	1	0	2	0	0	4
PG	0	0	0	5	0	0	13	2	0	20

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	5	5	0	10

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	22		16		38

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Diploma	Male	11	0	0	0	11
	Female	10	0	0	0	10
	Others	0	0	0	0	0
UG	Male	1087	3	0	0	1090
	Female	502	2	0	0	504
	Others	0	0	0	0	0
PG	Male	10	0	0	0	10
	Female	6	0	0	0	6
	Others	0	0	0	0	0
Certificate / Awareness	Male	326	0	0	0	326
	Female	117	0	0	0	117
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	581	606	634	649
	Female	125	98	109	105
	Others	0	0	0	0
ST	Male	169	156	145	159
	Female	43	34	53	43
	Others	0	0	0	0
OBC	Male	1062	948	769	602
	Female	325	253	247	234
	Others	0	0	0	0
General	Male	883	870	992	1100
	Female	448	526	627	636
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		3636	3491	3576	3528

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 615

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
24	24	24	24	24

3.2 Students

Number of students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3636	3491	3576	3528	3506

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
921	719	638	577	528

File Description	Document
Institutional data in prescribed format	View Document

Number of outgoing / final year students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
930	979	1045	984	969

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
48	49	50	39	41

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of sanctioned posts year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
64	64	64	64	64

File Description	Document
Institutional data in prescribed format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 58

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
264.20	176.20	243.45	198.86	214.62

Number of computers

Response: 132

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The institution takes utmost care in proper implementation of the curriculum. It prepares annual academic calendar, central academic routine and arrangements for tutorial/remedial classes etc. The syllabi are modularized and timely completion of assignments is ensured. Awareness programme in the forms of seminars/special lecture/workshops/video shows on issues related to Gender Equality, Environment Sustainability & Human Values are organized by various departments, Women Cell, Legal-Aid Cell, Science Club, Eco-Friend Club or NSS throughout the year. Students also undertake field projects. There is steady increase in number of learners who get involved in Project Works, and get the scope for self-learning. Structured feedbacks are collected from different stake holders, duly analyzed and remedial action is suggested for the purpose of improvement methodically spearheaded by the IQAC.

Mentors are assigned to the students to address their personal as well as academic needs. The meticulously developed plans are implemented by the teachers through innovative and participative teaching methods. Class tests, Surprise tests, Mid-term tests, or Internal exams are conducted either centrally or departmentally to test the progress of the students. All internal examinations are conducted according to the Academic Calendar. Remedial classes are conducted for slow learners, tutorials for promising and moderate students. Finally, the students are prepared for the final exams conducted by the university.

Under the CBCS framework the college provides flexibility in choosing Generic Elective subjects to the students that would integrate knowledge from different disciplines and enhance their strength. The teachers have addressed the new framework with remarkable commitment and perseverance. The newly enrolled students after the implementation of CBCS curriculum since the academic session 2017-18 have been made rigorously aware of the CO, PO and PSO. They have been seasoned for semester exams by various types of innovative planning like extension lectures, workshops and newer methods already mentioned. The system thus initiated is yielding its desired fruit.

The college, over the last few years has initiated a number of strategies to increase employment opportunities for the students. With that motivation in mind, courses like Communicative English, Computer Literacy Programme, Water Quality Testing, Horticulture, Bio Fertiliser, Computer Application and a Certificate as well as Diploma course in Non Formal Sanskrit Education have been initiated. Language laboratory has been set up in the college for developing the language skills of the students. Yoga and meditations have also been started for balanced physio-mental development. Health Training Course as part of Paramedical courses is also a significant step towards this head.

Other steps towards effective curriculum transaction include:

- Appointment of Guest Faculty/Substitute teacher for class management.
- Holding of classes after the Test examination if the session is delayed due to extension of the

schedule of the university examinations or if a department feels that some special classes are needed for the students.

- Usually releasing teachers for attending OP/RC/Short Term Course during the slack session when there is little chance of teaching-learning being seriously impacted due to absence of the faculty.

File Description	Document
Link for Additional Information	View Document

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 2

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	0	0	0

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Details of the certificate/Diploma programs	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 28.63

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3	4	2	4	0

File Description	Document
Details of participation of teachers in various bodies	View Document
Any additional information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 0

1.2.1.1 How many new courses are introduced within the last five years

File Description

Document

Details of the new courses introduced

[View Document](#)

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 100

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 24

File Description

Document

Name of the programs in which CBCS is implemented

[View Document](#)

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 0.9

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
77	83	0	0	0

File Description

Document

Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs

[View Document](#)

1.3 Curriculum Enrichment

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

Response:

The College addresses various social and environmental issues and makes every effort to make the students aware and trained in this regard. All these issues are more or less covered in the curricula of various departments. To properly sensitize the learners and supplement their knowledge there are specific committees such as the Women Empowerment Cell, Gender Equity Cell, Anti Sexual Harassment Cell, and NSS unit. Various and regular workshops, seminars, special lectures, exhibitions, meditation sessions as well as inspirational video showing are arranged for inculcating desirable value system among learners. Dedicated Cells for OBC, Minorities and SC/ST ensure that due justice is meted out to various sections of the students.

Additionally, Eco & Herbal Club and Science Club have been established to sensitize the students about environmental issues. Several Departments organize different activities to integrate these courses. A butterfly garden has been built for bio diversity.

Gender:

The curricula of different departments contain components or topics on gender sensitivity.

Women Empowerment Cell promotes gender equity through different programmes. Some of the activities are –

- (a) Orient teachers to become aware of gender issues
- (b) Making teaching - learning process gender responsive
- (c) Providing insights into the social construction of gender roles for assigning different responsibilities to men and women.

Environment and Sustainability:

Environmental education is an integral part of the curriculum of Environmental Studies for all undergraduate students. The curricula of different departments contain components or topics on environment and sustainability.

The College promotes green practices through paperless work, use of bicycles etc. Class notes, notices, circulars etc are often conveyed by e- mails. Installation of Solar- panels, LED bulbs/ tubes, and rain harvesting in the college are environment-friendly initiatives. Composting is regularly done to take care of the organic wastes. These measures are some of the unique aspects of the college curricula communicated to the learners via first hand experiential / participative methods of learning.

NSS also promotes environmental protection through tree plantation inside the college campus as well as in the neighbouring areas. This unit is also spreading awareness to render the college plastic and tobacco free. NSS volunteers are always involved in various community services, such as Swachh Bharat Abhiyan,

by cleaning of college campus, Bus Stand area, Railway Station area and adopted villages like Biribari, Chunabhati etc.

Human Values:

As a significant part of existing syllabus, human values are imparted through courses in the departments such as Political Science, Bengali, Hindi, Sanskrit, English, Education, Economics, Philosophy etc. Regular seminars in collaboration with Ramakrishna Mission, Purulia and other bodies help all to inculcate subtle human values.

Professional Ethics:

The curricula of different departments such as Hindi, Sanskrit and Philosophy contain components or topics on Professional Ethics. The college also advocates fair practice in examination, and NCC helps to spread professional ethics.

File Description	Document
Any Additional Information	View Document
Link for Additional Information	View Document

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 8

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 8

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Brochure or any other document relating to value added courses.	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 4.65

1.3.3.1 Number of students undertaking field projects or internships

Response: 169

File Description	Document
List of students enrolled	View Document
Institutional data in prescribed format	View Document

1.4 Feedback System

<p>1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise</p> <p>A.Any 4 of the above</p> <p>B.Any 3 of the above</p> <p>C. Any 2 of the above</p> <p>D. Any 1 of the above</p> <p>Response: A.Any 4 of the above</p>	
File Description	Document
Any additional information	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document
URL for stakeholder feedback report	View Document

<p>1.4.2 Feedback processes of the institution may be classified as follows:</p> <p>A. Feedback collected, analysed and action taken and feedback available on website</p> <p>B. Feedback collected, analysed and action has been taken</p> <p>C. Feedback collected and analysed</p> <p>D. Feedback collected</p> <p>Response: A. Feedback collected, analysed and action taken and feedback available on website</p>	
File Description	Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0.15

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
8	7	1	6	5

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 81.05

2.1.2.1 Number of students admitted year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1610	1379	1401	1373	1441

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2057	1800	1718	1658	1675

File Description

Document

Institutional data in prescribed format

[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per

applicable reservation policy during the last five years**Response:** 83.44

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
749	608	507	442	503

File Description	Document
Institutional data in prescribed format	View Document

2.2 Catering to Student Diversity**2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners****Response:**

The intake of the institution is of a mixed nature. The 10+2 level feeder institutions around the district and outside exhibit a variety as under:

1. Vernacular medium schools (high percentage)
2. English and Hindi medium schools (low percentage)

They constitute a heterogeneous group having different levels of competence. On one hand, some of the students come from the creamy layer enjoying all opportunities, and on the other, a large number of them hail from middle class or lower middle class, and are even first generation learners.

This being the background, the institution adopts the Comprehensive Internal Assessment System to evaluate the learning levels of the students. Before taking up the syllabi, teachers try to assess the basic knowledge and skill of the individual student about the course chosen. Within an average span of 3 weeks of teaching session, through a string of assessment measures comprising Mid-Term exams, class-presentations, class room discussions, participation in the regular classroom activities, and feedback from teacher-mentors, we divide the students into “Advanced” and “Slow” learners.

The “Advanced” students are put into the Tutorial sessions, while the “Slow” learners are put into Remedial classes, and in both cases, utmost effort is taken to address the learners individually, keeping in focus their specific weaknesses and shortcomings. Regular periodic assessments are done to check whether the students thus earmarked are benefitted or not.

Encouraging the Advanced Learners:

For the “Advanced” learners, specific attention is given for finer skill development, powers of expression and exposure to research-oriented mindset. They are encouraged to

1. present papers in classes as well as in seminars / workshops / in house symposium,
2. participate in activities such as debates, group discussions, speeches on various academic and social issues, power-point presentations, quizzes etc.
3. participate in mock teaching, role playing, annual exhibition
4. undertake additional academic assignments and read more reference books and related materials outside the syllabus [They are permitted to borrow extra books from the library].
5. join soft skill developing classes

Catering to the Slow Learners:

For the “slow” learners, the focus is on helping them come out of initial fear of the curriculum, secure its thorough grasp and develop the ability to present the acquired knowledge properly. The departmental teachers arrange meetings with their parents, and encourage slow learners to

1. attend regularly all classes including remedial periods,
2. meet the teachers concerned even outside the class to clear doubts

Special Lectures delivered by invited resource persons as well as inter department faculties expose the students of both the sections to a range of teaching skills and expertise, boosting better grasp of the subjects.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.2.2 Student - Full time teacher ratio

Response: 75.75

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	View Document

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

Response:

The college has been consistently trying to inculcate more and more student centric approaches to make learning a pleasurable exercise. Students are made to involve directly in different academic activities, not merely as passive recipients, but as active dynamic agents.

Experiential learning, participative learning & problem solving methods cultivated in our college are as follows:

- a. Paper presentation by advanced students in classrooms, in-house symposium as well as seminars,
- b. Analysis of assignments given in different theoretical and practical classes,
- c. Audio- visual mode of learning,
- d. Collaborative assignments are given to students to form groups, study together on a given topic, share and prepare assignments,
- e. Career-oriented Programmes (COP): Value added courses such as Bio- fertiliser, Water- testing, Horticultural practices, Computer Application, Basic Computer Literacy, Communicative English and Health Training course in collaboration with Arambagh C.M. S. Training Centre, are arranged at different times to extend self-employment generating experience to students.
- f. Holding diploma & certificate courses on Non Formal Sanskrit is another speciality to empower learners.

Apart from these, learning through **Experiments & Observations** is encouraged. Our college has 22 well-equipped and syllabus oriented laboratories. Outdoor experiments, field surveys and educational tours are regularly arranged. Zoology and Botany departments arrange biodiversity studies in different parts of our country. Students of Economics, History and Political Science visit historical places and conduct ethnic surveys, socio-economic surveys, cross-cultural and multicultural studies. Geo-informatics Laboratory helps the students become more efficient in the field of Geospatial Mapping and analysis the Geographical Facts. Biology department provide facilities of fossil collection, scope to study the green volume compared to that of the concrete volume, and biodiversity of garden flora. Sky watching has been done in the college as well as in the local District Science Centre in collaboration with it.

To understand nature in a better way, the Geology students are taken to field. To have some idea of how to delineate mineral potential of an area they are taken to exploration sites of different mineral industry, and even to plants. Holistically our endeavour is to make them industry oriented.

Students participate in mock parliament competitions (sponsored by the State Govt), and in seminars, workshops etc. Various cultural competitions (recitation, song, debate essay writing, T- shirt designing, Computer programming etc.), annual exhibition as well as sports events are organized to promote the scope

of experiential and participative learning.

Extension/ Outreach activity: NCC and NSS wings help students to learn how to serve nation and how to improve leadership quality.

Sustained cultivation of these student-centric modes of teaching, suitably adopted by individual teachers for curriculum transaction, have been transforming the role of students from passive listeners to eager explorers and the role of the teachers from instructors to facilitators in this process of self-learning.

File Description	Document
Link for Additional Information	View Document

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

Response: 75

2.3.2.1 Number of teachers using ICT

Response: 36

File Description	Document
List of teachers (using ICT for teaching)	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 18.94

2.3.3.1 Number of mentors

Response: 192

File Description	Document
Any additional information	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

In the changing scenario where an individual is not just judged merely on the basis of mark sheets, but more on self confidence and individualism, the traditional method of classroom lectures is presently

supplemented by audio-visual aids. Most of the classrooms at present are equipped with projectors. For the large class rooms, particularly for the social science and language classes, sound-systems and microphones have been provided so that the teacher becomes perfectly audible to even the students sitting in the rear part.

The following innovative teaching methods have been devised and adopted by the faculty of the institution during the last five years:

1. Group discussions, Role-play under the supervision of the teachers on the topics already discussed in the class, collaborative project assignments, class teaching by advanced students are often encouraged for better understanding of the academic texts/topics as well as confidence boosting. The slow learners are also immensely benefitted from such discussions.

2. Almost all of the students and teachers at present are internet and computer literate. This provided the college to be more innovative in teaching- learning. The teacher-student interaction at present is not time-bound or space-bound. A student comes in touch with the teacher anytime and from anywhere through Whatsapp, Facebook, email etc. Class notes are sent by mail to students so that they get some model answers. The college has a Network Resource Centre (NRC) where student can freely access internet. The college has subscribed to a large number of e-books and e-journals available on the INFLIBNET.

3. Without taxing their memory, creativity in the learners is nurtured in the following ways:

a. T- shirt designing : Theme was to project the heritage of the college, local society & culture. This practice has been introduced in 2014-15 by the Deptt. of Geology, and sustained throughout. The purpose has been to encourage students to study beyond texts and utilise their creativity to inculcate a sense of belonging.

b.. Computer programming competition: The students are offered a problem, and asked to provide their individual solutions by using a high level programming language such as C, C++, Java, Python, FORTRAN etc. This helps to develop their innate creativity and logical skills and problem solving ability.

c. Sudoku competition: To encourage students to think logically and utilise their mathematical aptitude this competition is held.

d. The college organizes academic exhibition annually which is another practice to involve students in the preparation of models, charts, etc. The students are also given a platform to display the photographs clicked by them.

e. Yoga, Dance, Song, Recitation Competition, essay writing etc are organized and quality performances are publicly recognised.

f. To encourage regularity of attendance, annual prizes are initiated, and students from all departments with attendance of 80% & above are being awarded. Incentives and endowments are also given to the students who exhibit glittering academic performances in the college internal exams as well as university examinations.

File Description	Document
Any additional information	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years
Response: 70.94

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years
Response: 55.35

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years				
2018-19	2017-18	2016-17	2015-16	2014-15
26	26	26	23	24

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience per full time teacher in number of years
Response: 14.23

2.4.3.1 Total experience of full-time teachers
Response: 683

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years
Response: 8.81

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from
--

Government recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	1	3	0	0

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters (scanned or soft copy)	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 6.56

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
5	5	05	3	3

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document
Any additional information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

The college has adopted the practice of Continuous Internal Evaluation to assess the progress of learners. With a view to making CIE objective, effective, intensive & transparent, the following measures have been introduced:

1. Regular class tests are taken departmentally for the students of both the old and the new systems for continuous internal evaluation. But, there was no system of taking the score of these tests into account in preparing result at college or university level. So there was a tendency in many students not to take these tests seriously. The college, therefore, now takes the score of the class tests into account in preparing result

of test examination.

2. In each semester, internal assessments of UG students have been introduced under CBCS framework. The marks allotted by the University for each Paper are 10 out of 50. But, to increase the importance of attending classes, the college has earmarked 30% weightage on it. The rest 70% comprises of an evaluation of either short questions or internal assignments on a topic, or on paper presentations by the students.

3. No student is allowed to appear in the final examinations without appearing in the internal assessments. Besides regular class tests, Mid Term Test and Final Test are conducted centrally by the college in the middle and at the end of an academic session for the students of the old system. The result of the Mid Term Tests is centrally considered. The individual students whose performance is not satisfactory are counselled in the presence of their guardians by the Principal and the departmental teachers. The Departments take reformative measures for such students in the form of special classes.

4. The reports on field project, educational excursion or study tour, and survey projects are also evaluated as a part of CIE. The PG students are assessed by means of semester-wise Internal Assessment and writing of Term Papers and Term-End final examinations. In addition to different tests organized by the college or the department, UG and PG students take part in the departmental activities such as debates, extempore speech, power-point presentation.

5. All the students of the first semester under CBCS framework and final year students of the old system submit a project paper on Environmental science. The projects have to be carried out under the supervision of the concerned teacher. Every PG student has to write a Term Paper under the supervision of a teacher-mentor as a part of the internal evaluation.

6. Supplementary Test: If any learner missed the Qualifying Test due to illness or accident, there was no system for determining her eligibility for being sent up for University Examination. Introduction of Supplementary Test for students who missed the main has made the process of screening easier and plugged the escape route of shirkers.

File Description	Document
Link for Additional Information	View Document

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

Internal Assessment Procedures adopted and followed by the college seek to bring out the best in the students in a persistent, unbiased, scientific and sensitive manner.

Keeping in mind the University stipulated time frame of each course, the college Teachers' Council prepares from time to time the schedules of internal assessments (Mid Term Tests, Final Tests, Internal Examinations) mentioning the specific dates of paper-setting, dates of examinations, and publication of the results. An academic calendar including all tentative dates of Mid-Term Test and End-Semester/Session Test are provided to the students. The evaluation methods are communicated to the students at the beginning of each session.

The schedules of the **class tests** are prepared by individual departments and are communicated to the students in the class room and the notice board. Preparation of laboratory records and analysis of experiments for all science departments are compulsory as a record of their progress. Management and upgradations of laboratory data for some specific experiments are also marked. Supplementary tests are arranged whenever for some genuine reasons some students fail to write papers. Short Answer type questions are preferred in Internal Assessment to eliminate subjectivity of evaluation. Evaluated scripts are shown to students to make them aware of their lapses. Teacher examiners discuss the errors and justify the score in the class to ensure that the students find the evaluation unbiased and transparent. Suggestions regarding betterment of performance in examinations are also made available any time during college hours in all departments.

As outcome of knowledge covers mnemonic, affective, critical, cognitive and creative domains, the evaluation process has been varied accordingly. Students' seminars inside classrooms, home assignments, collaborative works, field surveys, project works, surprise theoretical tests and viva-voce are arranged regularly. The presentation skill of learners is tested at the time of Seminar Presentation and there is weightage on it as it is an essential component of Internal Assessment. Analytical & reproductive skills are tested through expertise in preparation of Notebooks in all Practical based subjects. The performance skill of the learner is assessed through the ability to handle and use scientific tools. The ability to make group study, discuss a topic and prepare a cohesive answer incorporating every member's points help to judge team spirit and logical faculty. Performances and attendance of students (especially weak and inattentive) are discussed in guardians' meetings (called by respective departments) to make them aware of the shortcomings of their wards.

Even in various college cultural competitions experts from university and other sister institutions are invited to maintain transparency and impartiality in judgment.

All these prove that the assessment mechanism of the college is transparent and robust in terms of frequency and variety.

File Description	Document
Link for Additional Information	View Document

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

Response:

There are two distinct types of exams – internal, which are conducted by the college, and external or the

End-Semester and End-Session examinations which are controlled and conducted by the University.

The Admit Cards are issued by the University and distributed usually one week before the scheduled date of the beginning of the Examinations. In case of any discrepancy in connection with the Admit Cards, immediate steps are taken by the college to rectify. In case of any trouble in the examination center on the part of the students who come from different colleges, the Centre-in-charge, who is usually the Principal, takes immediate steps and redresses grievances, if any. **One unique case is when a student whose centre is some other college, by mistake comes to our college and is permitted to appear in exam after due consultation with the University Controller of Examinations so that he/ she does not miss out.**

In order to publish results within two months, generally spot evaluation of answer scripts of final examinations are arranged, and the college teachers actively participate in it. Then there is a provision for post-publication review of results. The rules regarding review are explained to students. The department teachers meet the students, and counsel them about steps to take in case of any grievance. Full cooperation is extended to the students in applying in time for post-publication review. A student dissatisfied with his result can also apply, as per RTI rule, for copies of his answer scripts. Many of the college teachers, as Head Examiners, are alert in timely submitting the answer scripts for review or against RTI. Since the entire process is a long drawn one, the college encourages the faculty to help the university in matter of proper and expeditious review and reassessment of answer scripts.

In case, there is a large scale discontent in students against marks awarded in a particular paper, the Principal with the help of the department compares their performance at the university level with that at the college level to assess if there is any merit in their grievance. If satisfied, the Principal writes to the University for Proper Reassessment.

The grievance redressal mechanism in connection with college internal examination is also transparent, time bound and sensitive. In fact, the manner in which exams are conducted, virtually there is not much of a scope of any genuine grievance. Students are shown evaluated answer sheets. Teachers discuss the short comings in class, and even one to one sittings are arranged in special cases. Sometimes internal assessment is done in open as the students are asked to present papers before the entire class, and are judged transparently by averaging the marks allotted to them by all the faculty members.

If any student fails to appear in any college test on genuine grounds, he/ she is not summarily failed. Rather, a supplementary test is arranged.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

The institution strictly adheres to the academic calendar in all academic activities. The Academic Calendar

of the college is prepared at the commencement of every session keeping in mind the Academic schedule of the affiliating University. It is made available to all students at the beginning of the session/semester, and also uploaded in the college website. Commencement of classes for all the respective semesters is mentioned in the Academic Calendar. The CBCS pattern has been introduced for undergraduate courses in the college from the academic session 2017 – 2018. So the schedules for Internal as well as other activities as per CBCS guidelines are categorically notified from time to time in the stipulated time frame of the academic calendar and are strictly followed. The tentative dates of Examinations organized by the college, such as Mid-Term Tests and Final Tests for non CBCS old courses were specified in the Academic Calendar and the Institution usually adhered to the same, unless some unavoidable circumstances sprang up.

In the CBCS pattern, because internal assessment carries a weightage of 20% of the total marks in university examinations in each semester, internal tests are conducted department wise. Departments enjoy freedom about the *modus operandi* of the internal tests. Science Departments conduct practical examinations or give projects or assignments, whereas usually the Arts and Commerce Departments conduct paper presentation, project, assignments etc. as part of the internal assessment. The percentage of attendance in classes and other activities are also included to evaluate the internal assessment marks of the learners.

The dates of Internal Assessments of P.G. Mathematics are decided by the department usually at the end of each semester, as per directions from the University. However, the dates and times of such Examinations are notified to the students quite early. Term Papers, where necessary, are also prepared and submitted by the P.G. students to the departmental teachers following the notifications in that regard.

For paper presentation, the date and name of the students with their topics is notified in the respective Departmental notice boards. The departments that assign project work or assignments inform the details along with the deadline for completion of the project or submission of assignments in their notice boards well in advance and these are also mentioned in classes. Assignments or projects are discussed with students, and guidelines given at the time of giving assignments or projects.

However, deviation from the schedule mentioned in the Academic Calendar occurs in years of Parliament or Assembly election. During such times immediately after the election formality, the college completes the evaluation process expeditiously so that the delay does not severely impact the regular academic activities of the institution.

File Description	Document
Link for Additional Information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

The Institution offers Programme outcomes, Programme specific outcomes and Course outcomes for all programmes offered. The website of the college is well-informed, and anyone can have a glimpse of the POs, PSOs and COs from the website. Regular updates are also provided to all concerned in relation to the courses.

The students admitted are given the Prospectus which provides basic information regarding the programmes offered. The teachers in the departments also help the students to have a fair idea about the programmes the students opt for. The IQAC of the college is always there to help the stake-holders in this regard. Most importantly, the Career-Counselling Cell is there to provide further ideas and options regarding the programmes offered by the college.

The prospectus provides all important and necessary information about all the programmes and courses along with the programme codes, fee structure, hostel facilities, faculty list of all the departments, and other relevant information that may help the learners in pursuing their study.

Copy of PO, PSO & CO has been kept in the Library for consultation. Semester specific PO, PSO & CO has also been made available. Students interested to have a copy of the same may have it from the college library when they join a course at the beginning of a Semester. The same has also been sent to all faculty members by e-mail. In the induction meetings all departments share them with the learners. The mentors also help the mentees to understand them.

File Description	Document
COs for all courses (exemplars from Glossary)	View Document
Link for Additional Information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

At the beginning of each academic session the teachers of the respective departments clarify to the newly enrolled students the focus with which different programs have been incorporated within the curriculum. The students are encouraged to make their best outcomes under the guidance of the tutors and mentors. Primary focus is on the completion of syllabus and making students ready to face academic challenge in any form such as, class test, mock test, surprise test, assignments, seminar presentation and the like. The outcomes in form of marks obtained were discussed first in the class by the teachers concerned, then with the parents and guardians, and finally by the Teachers' Council. This year-wise evaluation has been partially modified after the introduction of CBCS curriculum. As part of internal assessment came preparation of assignments, MCQs and seminars, along with weightage on attendance percentage. Semester-specific assessments comprise initial selection of advanced, moderate and slow learners through a test devised by the respective departments, mid-term test for assessment of their progress, and the term-end test examination.

The supreme focus is always on the performances at the university level. The UG programme outcome is

evaluated by the institution mainly through the process of a department level statistics of the levels and marks attained by the outgoing students. A good number of students from the UG category make progress to further higher studies leading to a good profession.

Academic assessment is done by the Teachers' Council with a keen eye on the future prospects of the passed out students. Emphasis is given equally to co-curricular activities like games and sports, cultural activities, and NSS and NCC related activities. The ultimate outcome that the institution aims at is the development of personality of the students. It is important how many of them find placement in the universities or the IITs or the ISERs; in the Railways or the SAILs or Banking or Education, but more important it is to assess whether the institute can inspire them to be called a true human being. The logo of the college bears the wise saying "Shraddhaban Lavate Gyanam" – 'The respectful alone can acquire true wisdom'. Our institution frames COs, POs and PCOs with that reflection in mind. Education should create space for a decent living, but never at the cost of human values and morals. A student of literature must read the world and life through the pages of the books prescribed. Humanities should inculcate a spirit of better tomorrow. Science and technology should aim at a more humane physical world, and business and commerce should encourage better living with honest entrepreneurship. The institution ensures this highest outcome through the regular interaction with the alumni. College website is open to all the ex-students, re-union of various departments help in outcome update, and personal contact is also an effective mode of data updating in this regard.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.3 Average pass percentage of Students

Response: 62.63

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 466

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 744

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.75

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 46.08

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0	22.19878	9.85	0	14.036

File Description	Document
List of project and grant details	View Document
e-copies of the grant award letters for research projects sponsored by non-government	View Document

3.1.2 Percentage of teachers recognised as research guides at present

Response: 12.5

3.1.2.1 Number of teachers recognised as research guides

Response: 6

File Description	Document
Any additional information	View Document

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 1.09

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 10

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 46	
File Description	Document
Supporting document from Funding Agency	View Document
Any additional information	View Document
Funding agency website URL	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

Within inherent constraints of an affiliated U.G. College, our institution has been trying to create an ideal ambience for generation and transfer of knowledge. The college has constituted a governing cell for promotion of research. The main functions of this Incubation Centre are

- Creating research culture among faculty members,
- Advising and assisting the faculty to apply for Major/Minor Research Projects and other Fellowships,
- Motivating the faculty to publish research articles on regular basis,
- Helping the faculties in improvement of research projects,
- Identifying emerging areas of research,
- Publishing regularly the College multidisciplinary journal, J. K. Times,
- Ensuring that books and equipments procured for a particular research can be further utilized by other researchers,
- Preserving and making accessible fruits of research,
- Allowing Ph.D. research scholars to access the college library and other infrastructural facilities.

The college has also been consistently promoting **research culture for students** as well by the following activities-

1. Eco Club and Herbal Club under Science Club in collaboration with District Science Centre, Purulia, regularly spread research oriented awareness by way of seminars, quiz competition, poster presentations, Wall Magazine etc.
2. Medicinal Garden for research and study of potentiality for growing herbal market and its agronomic practices.
3. Antimicrobial activity of Guava leaf, Moringa Leaf, Tulsi Leaf, lemon juice, antimicrobial activity of mixed vegetable peels are done as project work and published as book chapter in a national seminar.
4. Developing bio-fertilizer for organic farming and nitrogen fixing potentiality with plant growth promoting activity through isolation and cultivation of bacteria,
5. Biodiversity is maintained through butterfly garden and through pond ecosystem.

Some of the highlights of the research study in the college during last five years are summarized below:

Fourteen issues of the multidisciplinary journal J.K. Times with ISSN 2278-4047 have been published.

A total of 9 Minor and 1 Major Research projects have been funded. A total of 21 Conferences/workshops/seminars have been organized. Seven faculty members have been awarded their doctoral degrees and six faculties have been recognized as Research Guides.

A total of 133 papers were published in UGC approved journals and 29 book chapters/books have been published. Seventeen popular lectures were arranged by different departments with invited resource persons.

Research instruments like UV-VIS Spectrophotometer, Nano-voltmeter and ammeter, Ultra high frequency signal generator, 2 Tesla magnet for different Research Experiment, Gaussian 09 Computational Chemistry software, High resolution Oscilloscope, Gel Electrophoresis, power supply for gel electrophoresis, -20° freezer, Cold Centrifuge, Zeeman Effect Setup, Bio-safety cabinet, CO2 Incubator, normal incubator, BOD incubator, Laminar airflow, Autoclave Machine, Waterbath, pH Meter, Colorimeter, Leica Imaging Microsystem, Geological Rock Section Preparation Machine, Compound Microscope monocular and binocular, Remote Sensing & GIS Software etc. were purchased with financial support from UGC, CPE-BSR or college.

Since facilitation is the principal function of an Incubation Centre, the cell has been successful in arranging Time-off or reduced work-load for completion of research and granting Study Leave to Researchers.

Ensuring uninterrupted Internet connectivity and Opting for INFLIBNET - ENLIST membership are some other steps taken for easy transfer of knowledge.

File Description	Document
Link for Additional Information	View Document

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research	
Response: No	
File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards	
Response: Yes	
File Description	Document
e- copies of the letters of awards	View Document

3.3.3 Number of Ph.D.s awarded per teacher during the last five years	
Response: 0	
3.3.3.1 How many Ph.Ds awarded within last five years	
3.3.3.2 Number of teachers recognized as guides during the last five years	
Response: 6	
File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years				
Response: 1.45				
3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years				
2018-19	2017-18	2016-17	2015-16	2014-15
14	10	14	12	16

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 2.11

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
37	29	10	13	7

File Description	Document
List books and chapters in edited volumes / books published	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

Our institution is fully aware of and committed to the holistic development of the learners so that they are guided to embark on a journey to recognise and connect themselves with the realities around us. Extension activities are carried out mainly through these units

NSS

NCC

RRC (Red Ribbon Club)

Legal Literacy Club

Eco Club

of our college. Four units of NSS under four able and committed Programme Officers have been actively involved in extension activities like

Education Programme at the adopted villages

Swachhaa Bharat Avian,

Awareness & Rally Programmes on Health, Anti- Tobacco, Environment, Traffic, Social issues (with short drama)

Education Programme in the District Correctional Home, Purulia

Annual Special Camp (Residential) for seven days within the college campus and adopted villages,

Observation of various National/International Days,

Value Education Programmes

ASER (Annual Status of Education Report) Survey, a National Level Survey Programme

Cultural Programmes with traditional Chhou Dance and folk songs at various places

Self Defence, Yoga Training

Stress Management training

Personality and Leadership Development Training

Disaster-management and relief programmes

The NSS unit has its own cultural wing and they perform within the campus and outside on various occasions. Volunteers regularly participate in the various National Level Camps like PRD, National Youth Festival, National Integration Camp, Adventure & Mountaineering Training Camp etc. For outstanding activities we have achieved **West Bengal State NSS Award for Programme Officer 2016-2017**.

Our NCC unit is under 51 Bengal BN NCC, Purulia. Under the leadership of a trained ANO, the volunteers are given rigorous para-military activities like parade, shooting and physical training. The NCC is always ready to undertake any insurgencies as part of disaster management and keeping up law and order whenever they are directed. The NCC volunteers also participate on the institutional and non-institutional observance of the

Independence Day,

Republic Day,

International Yoga Day,

National Solidarity Day,

Army Day, etc.

NCC camps at regional and National level are attended regularly by the cadets of our college. **Traffic Control Week** is jointly undertaken by both NCC & NSS units with the help of the district administration every year. Our NCC cadets regularly participate on the Republic Day celebration in Delhi, and their performance of Chhau in 2011 was highly appreciated by the delegates from national and international levels. Sourav Singh visited Russia during 18th August-1st September, 2018 on Youth Exchange Programme.

RRC of the college along with the NSS Units conduct awareness programmes on

Blood related issues like Thalassaemia, HIV/AIDS,

Motivation programme for blood donation

Voluntary Blood Donation camp.

Legal Literacy Club (LLC) of the college formed under the guidance of **DLSA** (District Legal Services Authority) also organises Legal Awareness Programme on Women Safety, Domestic Violence along with NSS Units & **Women Cell. LLC** provides a platform to assist free legal services to anyone.

Eco Club of the college along with the **NSS & NCC** Units conduct **Plantation Programmes**, Environment Awareness Programmes, Seminars and play significant role to keep the greenery of the campus and surrounding areas.

File Description	Document
Link for Additional Information	View Document

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 0

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	00

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document

3.4.3 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 last five years

Response: 69

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
23	10	13	12	11

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 67.75

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2861	2914	1995	2080	2168

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 32

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
12	8	5	4	3

File Description	Document
Number of Collaborative activities for research, faculty etc	View Document
Copies of collaboration	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 7

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2018-19	2017-18	2016-17	2015-16	2014-15
3	1	1	1	1

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

NAAC

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

For the currently enrolled 3600 students or so, the institution has over the years built up adequate facilities for teaching-learning as would be clear from a glance at the table below:

Sl. No.	Item	Unit
1	Class Room	56
2	Laboratory	22
3	Smart cum Virtual Classroom	2
4	Projectors	27
5	E-Class Room	1
7	Computer Software Laboratory	4
8	Computer Hardware Lab Cum Digital Lab.	1
9	Language Laboratory	1
10	Reading Room	2
11	Library Hall	1
12	Departmental office Cum Staffroom	21

The college has almost adequate computing facilities gradually built up for proper implementation of participative experiential and digitalized teaching learning. The details are:

152 Desktop Computers, 42 Thin Client System, 8 Servers, 40 Printers, 5 External CD Writers, 3 Routers, 54 Licensed Antivirus softwares, 11 Switches, 16 Laptops, 27 Projectors, 12 Scanners, 78 CCTV Cameras, 4 Photocopier, 102 Windows 7 O.S. licensed version, 4 Wi-Fi Devices (Access Point), 1 NAS

Each U.G. department has been provided with one LCD projector connected by LAN, and each of three P.G. departments with one additional projector. Each department has departmental LAN connected computers and printers.

Lest teaching-learning activity should be disturbed due to power cut, the college also has created infrastructure for steady power supply through two 35 KV green generators to all the corners of the

college.

Most of the **Humanities** U.G. departments have two separate class rooms. The **Commerce** Unit which runs in the morning session are free to use class rooms as per their requirement. Each **Science** department has departmental class theatres and Labs for practical classes. The Chemistry department has a separate building housing practical Labs namely Honours practical lab, General practical lab and Instrument room. Physics department has four labs including one dark room for optical experiments. Botany and Zoology have integrated class rooms with labs. Other departments have allotted schedule to access central computer facility with N-computing system. Some big halls are used by different departments for general classes having more than 100 students; there has not been any overlapping of classes due to inadequacy of space. Halls for General Class have been furnished with microphone so that students sitting at the back can also follow the lectures. The Cheap store and the reprographic centre are mostly used by the students and the teachers for the purpose of photocopying study materials required for day to day classroom teaching.

The college has a **Central Library** with around 58000 books and two spacious reading rooms, e-library section both for students and staff. The reference section includes some rare collections including doctoral theses and research projects from the present faculty. The Ph.D. scholars are given access to the infrastructure available, the laboratories or the library as required. There is also one language lab for developing soft and communicative skills. The seminar halls are used extensively for seminars, workshops, symposium etc.

In short, the facilities created by the institution are almost adequate for facilitating meaningful education to all.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response:

Of late the institution has added its Physical Education department which along with Games & Sports Wing of the college has been constantly monitoring the different sports activities. The students are trained under the able guidance of the physical education teacher. They are provided with sports materials, such as track suits and all the sporting gears for major events for motivation. The winners and runners-ups are felicitated and are given certificates / mementos.

The institution offers different sports like football, cricket, volleyball, khokho, kabadi etc. and athletic items like shot put, javelin, high jump, long jump, discus, hand ball (outdoor) and badminton, table tennis, basket ball etc. (indoor). At present, the college has its own big indoor hall of the size 946.63 sq.mt. and a huge playground (17360 sq. mt.) which offers 9 lane 400 metre track and field, and a football ground inside the track. This ground is regularly used for games and sports as well as football, cricket and other

sports. The college infrastructure is used by the district administration and the local clubs for hosting different events or tournaments. The playground and the indoor sports hall regularly host events like the celebration of Yoga Day as well as the extension activities of the college under NCC/ NSS unit. The students' Common Rooms have facilities of indoor games like carrom, ludo, chess etc.

The college has also started Yoga for all students under the able guidance of two of our teachers. Some of the teaching and non-teaching staff also practise yoga regularly.

The college has its own gymnasium with 16 high quality equipment. Under a trained instructor several students as well as staff - members use this facility.

The college has also an Auditorium with in-built sound system used for all cultural activities such as Annual Exhibition, Annual Social Function, Cultural Fest, Career Fair.

Thus, the physical facilities and motivation for games, sports and cultural activities are adequate and many of our students have earned distinction on account of their outstanding performance in sports and cultural fields.

Achievement of the college in games and sports:

Several times champion in Inter District College Sports Meet conducted by DPI

Other notable feats in Inter district College competitions are:

Events	2014	2015	2016	2017
TABLE TENNIS (M)	Champion (SKBU)	Champion (SKBU)	---	---
VOLLEY BALL (M)	Champion (SKBU)	---	----	----
CRICKET (M)	Champion (SKBU)	Champion (SKBU)	Runners Up (SKBU)	Champion
TABLE TENNIS (W)	Runners Up (SKBU)	-----	----	-----
Kho-Kho (M)	----	Runners Up (SKBU)	Champion (SKBU)	Champion
Badminton(W)	----	Runners Up (DPI Sports)	Runners Up (DPI Sports)	-----
Football (M)	---	---	Champion (SKBU)	Runners Sports)

- In the last 4 years a number of students of our college participated in State Level Athletic Meets.
- Our college won Best College in Boys Event in State Level Athletic Meet (conducted by DPI Sports) in 2016.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc**Response:** 46.55

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 27

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document
any additional information	View Document
Link for additional information which is optional	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.**Response:** 16.61

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
48.50	45.00	26.00	26.00	33.00

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document

4.2 Library as a Learning Resource**4.2.1 Library is automated using Integrated Library Management System (ILMS)****Response:**

The Vivekananda Central Library of the college is now virtually fully automated with the latest version of LMS 2.0 as ILMS. The first installation of this software dates back to 2012. Since then the accession of the library books, issue and return have been done through the Library Management software. Total no of books are issued to the students 21153 and teachers 3358 annually. Total Number of working days for our

library 267 and total number of books issued for student and teachers 24511. Average issue of books in the last session has been 91.80 as provided by this Software. Besides this software, the library has the facilities like bar-coding machine, card generation machine.

The students can check online the availability of books in the library.

E-resources can be accessed through Wi-Fi facility which has been made password free for all inside the campus. A total of nine E-books from SAGE Publishing is given below:

Sharmila Rege	Sociology of Gender	
Narayana Jayaram	The Indian Diaspora	
Andrea Major	Mutiny at the Margins: New Perspectives on the Indian	
Crispin Bates	Mutiny at the Margins: New Perspectives on the Indian	
	Uprising of 1857	
Gavin Rand	Mutiny at the Margins: New Perspectives on the Indian	
Prasenjit Biswas	Ethnic Life-Worlds in North-East India	
D N Gupta	Communism and Nationalism in Colonial India, 1939-45	
Shormishtha Panja	Performing Shakespeare in India	
Tabish Khair	Reading Literature Today	

Chemistry-06 e-books, Physics-04 and Computer Science-02 from Pearson as well as UGC INFLIBNET facility are made available even outside College Campus to all members of the Staff of the college. Students are also allowed to access INFLIBNET from e-library section.

Specialized Services provided to the students include information deployment and notification, photocopying facility, INFLIBNET, N-List programme.

Barcode printer, and Barcode reader, systems for internet browsing and book search are some of the major initiatives.

Barcode issue-return system is in practice in the library.

Link search facility is provided to the students in the library link of the college website.

Name of the Software	Version	Date of Installation	Nature of Auto
LMS	2.0	2012	Partial
LMS	2.0	2019	Full

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

The Vivekananda Central Library of the college has a total number of 57,757 copies of books, purchased with the financial assistance from the UGC, CPE, RUSA as well as the funds received from the College. In the history of this old prestigious college the library has turned into a hub of academic activities.

In total, 3181 Reference books are available. Along with several updated yearbooks, directories and dictionaries, the Library possesses the classic titles like “The New Encyclopedia Britannica” (32 Volumes), “Britannica Book of the year” (13 Volumes), “Encyclopedia Britannica: new survey of Universal knowledge” (24 volume set), “Hindi Encyclopedia” (30 volume set), “Bengali Encyclopedia”(22 volume set), “Encyclopedia of Indian Philosophy” (12 volume set) ,“Science American” (10 Volumes), “Knowledge Encyclopedia” (1 volume),“Illustrated World of Science Encyclopedia” (20 Volumes), “Comptons Pictured Encyclopedia” (18 Volumes), “Encyclopedia of Chemical Technology” (14 Volumes), “The Cultural Heritage of India” (4 Volumes), “Encyclopedia of Indian Philosophies: bibliography”, “Concise Encyclopedia of Chemical Technology”, “The Voice of America-Forum,Lectures” (4 Volumes), “Encyclopedia of World mythology”, “The Encyclopedic dictionary of Psychology”, “Encyclopedia of the Social Science” (7 Volumes), “The Encyclopedia of Philosophy(8 Volumes), “McGraw-Hill Encyclopedia of Science and Technology” (20 Volumes), “McGraw-Hill Year Book of Science & Technology” (6 Volumes), “Sacred Books of the East” (51 Volumes),“The Oxford English Dictionary” (20 Volumes), a total of 42 journals and magazines which are of great use to the students and teachers of the college.

The college procured some rare books from different sources. The library has also started collecting and preserving the copies of Ph.D. theses and MRP reports of the faculty members of the college. The Networking Resource Centre within the library also caters to the academic needs of the students and has become a premium knowledge resource centre, particularly in respect of e-books and e-journals.

There are 16 bound volumes of photocopies of “Chhatrak” by the ex- faculty Prof. Subodh Basu Roy and 20 editions of “Mukti”patrika, two extremely important resources for research on Pirulia.

A List of Journals/Magazines present in the Vivekananda Central Library is provided below:

Sl. No.	Title of The Journals/Magazines
1.	Journal of Chemical Sciences.
2.	Pramana Journals of Physics
3.	Journals of Earth System Science
4.	Sadhana Academy Proceedings in Engineering Science
5.	Journal of Bio-Sciences
6.	Journal of Astrophysics
7.	Journal of Genetics
8.	Resonance
9.	Proceedings

10.	Chartered Accountant
11.	Management Accountant
12.	Down to Earth
13.	Journal of Ramanujan Mathematical Society
14.	Studies in History
15.	The Indian Economic and Social History Review
16.	Indian Journal of Engineering &Material Sciences
17.	Peshaprabesh
18.	University News
19.	Udbodhan
20.	Current Science
21.	Science Reporter
22.	Desh
23.	Safalya
24.	Economic & Political weekly
25.	Careers
26.	Competition Refresher
27.	Indian Journals of Physics
28.	Geo Magazine
29.	Bulletin of Materials Science
30.	Chip
31.	Eduquest
32.	J. K. Times
33.	Yojana
34.	Achievers
35.	Pront
36.	Corporate Citizen

37	Indian Science Congress
38	Digit
39	Achievers in focus
40	Taxmann,s Laws
41	Samayarsanskriti
42	Palash

File Description	Document
Link for Additional Information	View Document

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A. Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document
Any additional information	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 8.07

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
6.04	8.05	7.29	15.29	3.68

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document
Any additional information	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

4.2.6 Percentage per day usage of library by teachers and students

Response: 2.5

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 92

File Description	Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

- In the year 2005 the computer in Principal's office was connected to Internet through BSNL modem. In the year 2006 some other computers were also connected to Internet through Broadband service of BSNL, college Website was established and a Projector was purchased for using in the seminars.
- On 2010 existing Broadband service of BSNL was discontinued and 2Mbps Data services were taken from SITI Broadband, Purulia Branch. A separate room was allotted with three computers for net surfing for teachers of their various purposes. Computer Science Lab was started for other departmental students to utilize the net facility for academic purpose.
- In the year 2011 two IBM X3400 servers were purchased and configured, one for Exchange and ADDC Server and another for Application and also LAN was set up in the entire College Campus using CAT -6 cable, High frequency wireless connections and switches. Each department was

facilitated with LAN, server access and Internet facility. The Broadband Data speed was upgraded to 4Mbps Up/Down with Raw bandwidth. The class rooms of Physics and Mathematics were facilitated with Projector.

- In 2013 Central Computer Lab was set up with one projector, one Wi-Fi Access point and fifty numbers of computers; each was connected through LAN providing internet to all computers. This Central Computer Lab was mainly used for Computer Science, Mathematics, Physics, Economics and Geography departments. Other departmental students also used the internet facility as per their requirement. Broadband Data speed was upgraded to 10Mbps Up/Down with Raw bandwidth. Campus Wi-Fi was started. One Interactive class room (Smart Class Room) was set up for departmental seminar and project presentation. Two Projectors were installed in Geology Department to avail ICT facility.
- In 2014, 5 more projectors were purchased to provide ICT facility to various Departments of Computer Science, Microbiology, Zoology, Botany and Geography.
- In 2015 five IBM System x3100 M5 servers are purchased to set up Cluster Servers for Database System.
- In 2018 one NAS was attached to College LAN, removing Exchange Server as it was no longer required. Web server was implemented. The Broadband Data speed was upgraded to 20Mbps Up/Down with Raw bandwidth. Modern Web based college management software developed by MSS System was uploaded in the college server and was made available to all stake holders.
- In 2019 additional eighteen numbers of projectors were purchased and installed in different departmental class rooms. The facility of LAN with internet to provide ICT is available in 21 class rooms and two smart classes. In 2019 one new seminar hall with ICT facility and one Language LAB for 42 learners are added. This lab is also used as a departmental seminar hall as well as a software lab for Computer Science. A dedicated e- library section is started. Identity Card printer was purchased to provide instant ID cards to students and employees of the college with bar code. The Broadband Data speed was upgraded with effect from April 2019 to 50Mbps Up/Down with Raw bandwidth. Wi-Fi Signal is also expanded.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.3.2 Student - Computer ratio

Response: 27.55

File Description	Document
Any additional information	View Document

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: 35-50 MBPS

File Description	Document
Any additional information	View Document

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)**Response:** No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure**4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years****Response:** 38.49

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
50.32	31.15	39.49	23.92	18.38

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts.	View Document

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.

Response:

The institution has a well-defined, efficient and transparent mechanism to ensure optimal allocation and proper utilization of the available pecuniary resources for the maintenance and upkeep of different facilities. This is done by holding regular meetings of different committees constituted for the aforementioned purposes, and ensuring timely implementation of the same.

The utilization and maintenance of different facilities are done in the following way:

Laboratory:

- Laboratory facilities are made available as per lab specific schedule and even beyond.
- Prior instructions are given to students and in some cases instruction sheets are sent by mail in advance, and lab instruments and glass wares are kept ready for use. Department of Chemistry prepares distilled water for the entire college at the start of every academic session. The learners are briefed about lab safety measures. Language lab and Computer labs are made available to all departments.
- Record of maintenance account is undertaken by the Lab Technicians and is supervised by the HOD of the departments concerned at regular intervals. The departmental store rooms are cleaned up periodically. Expired chemicals and bio samples are destroyed with proper care following standard environmental friendly protocol. The Computer Department is in charge of all IT related equipments, and whenever any equipment becomes outdated and beyond repair, this E-waste is removed by selling it to an E -waste vendor. All college computers are centrally connected to a Server System with integrated strong anti- virus Firewall.
- The calibration, repairing and maintenance of sophisticated lab equipments are done by the expert technicians on a regular basis.
- The microscope used for biological and geological experiments are annually cleaned up and maintained by the departments.
- Stock Verification is done every year at the end of the financial year by all departments.

Library:-

- A time table is made clearly notifying fixed days and time for best use of the library borrowing facility as well as e-library section for different departments. Open access has been allowed for students. Reading rooms are kept open for all from 7:00 a.m. to 5:30 p.m.
- Suggestion and complaint box is installed inside the reading room to take feedback from the readers. Necessary measures are taken to ensure that the library related all services are rendered timely and effectively. The continuous feedback helps a lot in introducing new ideas for its enrichment. Progress towards the complete automation of the library system is one bright achievement.
- The library is also provided with ten computers for searching books and e-library purposes. They have LAN facility and they are loaded with library software.
- The proper maintenance of the visitors' Log Book (both students and staff) is done on daily basis.
- Other issues such as weeding out of old titles, schedule of issue/return etc. are chalked out or resolved by the Library Committee.
- Books binding are ensured for old and rare books through some agencies.
- Regular pest and termite control is undertaken in library by library staff.

Sports equipment and facilities:-

- The Physical Education department takes full responsibility to take care of sports equipment, facilities and regular sports activities both indoor and outdoor.
- The running track and the outdoor facilities are free to use for the stakeholders.
- Gym both for boys and girls function smoothly under the guidance of experts.

College Gardens:-

- The aesthetic aspect of the college gets augmented by plotted gardens and greenery, and properly maintained by the Gardener appointed by the college as well as the NSS Volunteers.
- Botany Department also looks after the medicinal plants and the Eco and Herbal Club maintains a butterfly garden for encouraging biodiversity.

Computers:-

- The college has centralized computer laboratory established from the U.G.C. funds and more funds are used to maintain computers in the college. The AMC is provided regularly for the up keeping and maintenance of computers. The central computer laboratory connected with LAN is open for the students. A second computer lab with language lab facility has been recently added. It has an N-computing facility which is connected to 42 terminals. The office software is also connected through the LAN, making work easier, cohesive and systematic for the smooth administration.
- The Smart Class Rooms and the related systems are maintained with AMC of the corresponding service provider.
- The college website is maintained regularly through AMC.

Classrooms:-

- The institution has succeeded in making optimal use of the class room, lecture theatres and smart classes avoiding overlapping of classes. The IQAC maintains a log book to allot the E-Class room. Science departments having practical component of interdisciplinary nature, use the facility created for other departments for running practical classes of their departments.
- All departments are allotted with at least one ICT enabled classroom.
- The college has its Building Committee for the maintenance and up keeping of infrastructure. At the departmental level, HODs submit their requirements to the Principal regarding classroom and departmental furniture and other departmental contingencies. The college development fund is utilized for the maintenance and minor repairing of furniture and other electrical appliances.
- Of late, daily cleanliness of the campus as well as class rooms, toilets etc. have been given priority, and this is being outsourced. This is introduced for the up keeping and over all hygiene of the entire college campus including surrounding corridors.
- There are technicians, electricians, masons, plumbers and carpenters who are recommended by the different committees and approved by the Principal. They ensure the maintenance of all related infrastructures.

File Description	Document
Link for Additional Information	View Document

NAAC

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 56.87

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2317	2439	2143	1584	1611

File Description

Document

Upload self attested letter with the list of students sanctioned scholarships

[View Document](#)

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 4.78

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
30	61	195	193	364

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses

7. Yoga and meditation**8. Personal Counselling****A. 7 or more of the above****B. Any 6 of the above****C. Any 5 of the above****D. Any 4 of the above****Response:** B. Any 6 of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years**Response:** 11.2

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
376	629	338	280	360

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years**Response:** 0.43

5.1.5.1 Number of students attending VET year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
79	0	0	0	0

File Description	Document
Details of the students benefitted by VET	View Document
Any additional information	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 14.62

5.2.2.1 Number of outgoing students progressing to higher education

Response: 136

File Description	Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 48.03

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
69	32	15	14	9

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
113	82	31	24	27

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

5.3 Student Participation and Activities

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

Response: 4

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at

national/international level (award for a team event should be counted as one) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	2	1	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
e-copies of award letters and certificates	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The Student Council was formed by annual election from among all enrolled students till the year 2016 as per the norms and directives of the University. In the year 2015 and since 2017 Students' Election was stopped in all UG Colleges in West Bengal by the state Government order. However, for better cohesion and proper functioning of the college, a body of students comprising the elected students of the 1st and 2nd year (now promoted respectively to 2nd & 3rd year) and some students nominated from the NSS and NCC volunteers constituted a sort of Students' Council in the absence of election. The composition of the Students' Council was as follows:- from thirty six class representatives elected equally from three year courses with Principal being the Ex Officio President, there were one Vice President, one General Secretary, one Assistant General Secretary, and one Secretary and one Assistant Secretary each for 1.Common Room 2. Welfare 3. Culture 4. Bigyan parishad 5. Games and 6. Magazine. The elected class representatives disseminate information from College administration to all students for proper communication and better participation of all learners in various programmes conducted in the college. The Council helps the college authority in grievance redressal of the students. The General Secretary, Students' Council, represents the students in the Governing Body, Admission Committee, and such other administrative / academic committees of the institution. In different meetings the student representatives place the demands of the students – academic, career-oriented, freship, book bank for poor students and so on. The Council plays an active role in maintaining and promoting harmony, brotherhood and discipline in the campus. It comes in support of the management in its adherence to the policy decisions of the College in respect of attendance, basic norms for appearing in different College and University examinations. It extends full cooperation in planning, organizing and executing various student-oriented activities like seminars, workshops and conferences. It actively supports also in extension activities of the college inside and outside the college, including in the adopted villages. The students on their own organize programmes like Freshers' Welcome, Blood Donation camp, Teachers' Day celebration, cultural competitions, Exhibitions, Annual Social Function, Annual Exhibition, Saraswati puja , Publication of 'Palash', the Students' Magazine, Annual Sports etc. The Students' Council always functions in consultation with and guidance of the Principal as well as teachers of different departments. One recent

activities of the Students' Council is to install a big statue of Swami Vivekananda in the college campus from the savings done by the Students' Council over the years.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 26.4

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
27	27	26	26	26

File Description	Document
Report of the event	View Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

J. K. College has produced great scholars, scientists, administrative officers, engineers, political leaders, sports persons and business personnel in India and abroad. But, the Alumni Association was registered as late as on 20.01.2005 with registration number S/1L26826. Gradually the membership rose to 555, and some handsomely contributed to the college development. Bir Sing Mahato, Ex- MP, and an alumnus, provided funds for college building. Mohanlal Daga, an NRI and an alumnus, created Pannalal Daga Trust Fund in 2006 to sponsor a post for the PG department of Mathematics.

Dr. Swami Nirvanananda, a student of the first academic year of the college, and Dr. K.B. Sinha, another alumnus, have been actively helping to run the Health Unit for the last seven years. Asim Kar has been regularly donating money or books to help some needy students. The alumni meetings are held within the campus with active presence and support of the authority. They participate regularly in different College functions. A number of alumni, like Prof G. C. Gorain & Prof. K. L. Dutta have established trust funds to encourage meritorious students of the college. Right now the college is proud of four full time faculties apart from a number of NTS who are part of the alumni.

In the last five years some departmental Alumni chapters have taken a number of interesting initiatives.

Annual alumni chapter in Geology department occupies a significant niche with a legacy of its own. Their notable activities include publication of departmental magazine *Spathik* and wall magazine *Basudha*. A path-breaking step is to continuously update the database of departmental alumni and annex the link with *Spathik*. Its most outstanding contribution has been a regular liaison between the ex and the present students. This has led to the recent appointment of one 2014 batch student in the company “United Exploration India Pvt. Ltd.” owned by another alumnus. Other departments like Mathematics, Computer Science, Physics, Microbiology, Zoology, Political Science, Economics, Sanskrit and English have followed suit. Cultural meets, exchange of ideas and building emotional bonds have been the greatest gain from these frequent alumni chapters. The English chapter decided to organize Memorial Lecture series for the two late departmental teachers and has recently helped in organizing first of its kind. Other alumni chapters have also chalked out developmental strategies. The IQAC and the Principal have been encouraging other departments also to organize such meets.

Our college is the epicentre of higher education in the district, and the rich resources of the alumni strongly back up that claim. But the number of registered members is not yet very encouraging. Efforts are on to include others by providing both options- on line as well as off line registration. We hope to create a full-fledged record of the alumni in the days to come, and we are confident that our illustrious alumni, still the majority of which, especially of the older generations, who are out of the orbit, will come within the fold to make it a stronghold of our glorious institution.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: 1 Lakh - 3 Lakhs

File Description	Document
Any additional information	View Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 25

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
11	5	4	3	2

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	View Document
Report of the event	View Document

MAAC

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

From the very beginning of its journey the vision of our college is

- To help students from the economically challenged background overcome all sorts of barriers – social, financial as well as mental.
- To be an eminent centre of education, synchronizing the values of traditional culture and brilliance of modern knowledge.
- To focus in catering to the needs of the young talents of rich potentialities by satisfying their thrust for inquisitiveness to a great possible extent.
- To create a great mass of educated human beings of exemplary character and integrated personalities.
- To equip the students to meet the unique challenges and opportunities of a globalized economy.

With this vision in mind, the college has always earnestly tried to provide quality education without any social, cultural, religious or economic discrimination and inculcating human values, ideologies and principles within the youth with an aim of developing not just a better state but even a better nation. Regular inspirational sessions are conducted in collaboration with Ramakrishna mission, Purulia& others to help the students and the faculty become self introspective as well as positively constructive. We provide infrastructure for creating a free and open learning atmosphere. The management ensures a well-knit cohesive relationship among all its components – Principal, teachers, non- teaching staff, students as well as parents. It is never suffocative or insensitive in executing different activities.

All physical resources are ensured which are necessary for all-round development of the student community. Modern teaching-aid, interesting and innovative resources are made available to accommodate diverse academic programs. Bodies such as NSS and NCC are made to function smoothly in order to build up the young minds with values which are essential for making the world a better place. The college hosts important programs such as Mock Parliaments to develop leadership qualities amidst the students so that they can be an important part of participatory management system. Such a management system is intended to ensure transparent responsible governance. Through this system the students work under the professional guidance of the faculty members and thereby develop the spirit of inclusive leadership which is extremely necessary for their future. Thus the governance is aimed towards the growth of students who are academically accomplished, morally upright, socially committed and ecologically responsible. The governance is now facing a new challenge with the introduction of the CBCS pattern of learning. The students are made regularly aware of the needs of this learning mode and the faculty is prepared adequately through workshops and seminars. But what is most refreshing is the fact that even in the midst of the changing socio economic scenario, J. K. College remains undeterred and resolute in pursuing its visionary mission, “Blossoming to full potential ”& “ Reaching out to people in need”.

File Description	Document
Link for Additional Information	View Document

6.1.2 The institution practices decentralization and participative management

Response:

The President of the Governing Body and the Principal lead the governance and management of the institution. The members of the governing body, led by the President take care of regular functioning of the college. A democratic and participative management system is followed in which all responsible persons, like, the teaching, the non teaching and the student members contribute in their respective capacity. All teaching and non-teaching staff of the college judiciously made members of different committees in such a way that it ensures a representative decentralized administrative system which provides the best facility to all the stake holders. Before taking any major step, the Principal discusses it with the respective stake holders in pre-planned meetings and then decisions are taken followed by mobilization of funds.

For example, there exists an Admission Committee established by the Teachers' Council (TC) with approval from Governing Body. This committee consists of the Principal, the HoDs of the different departments, teacher representatives of the Governing Body, some teachers with technical skill, and the Head Clerk. The TC with consent of the Principal nominates one senior faculty member as the convener of this committee. Well before the commencement of the new session, the convener calls a meeting of all committee members and a core admission committee is formed. Departments are asked to give their suggestions about the admission policy of the year. Eligibility criteria of various departments are finalized keeping in mind the overall standard of the 10+2 students who apply for admission in this college. With this data in hand, now the core committee interacts with the software provider for online admission system. Once the system is ready for operation, admission committee reviews the entire process to remove fault, if any. Once all technical and logical issues are put in perfect order, and in accordance with the admission related government orders, the online admission system is made available in public domain. Public notice is issued in our website. Any queries are answered within two hours online or in one to one situation. Corrections are done as and when necessary ensuring that no one is punished for any inadvertent omission or error.

In earlier years when there were off-line admissions, and a functional Students' Council in the college, students' representatives were also invariably included in the admission procedures. They were time and again briefed about the admissions in the most transparent manner. Interestingly then in a number of cases whenever the council brought any poor student unable to pay full fees for admission, one or the other teachers voluntarily donated the residual amount for admission of the financially weak.

Thus the college administration has always ensured free and fair admission without any sort of internal or external unwanted interference. In our opinion this is one of the best examples of decentralized participative managerial practices we follow in our college

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

The college has a totalitarian vision which is translated into reality through multifarious activities – academic, extra-curricular, and co-curricular – encompassing the overall development of the college. The schemes and implementations are undertaken following the deployment of perspective/strategic plans. Academic activities such as Mid-term/Internal examinations and Test examinations are conducted following a strategic plan, and the same is reflected in the Academic Calendar. The Academic Calendar is a comprehensive reflector of all the activities and events of the college viz., Working days, Teaching days, Examination days, Sports days, observance and celebration of National and other special days, etc., as well as Holidays, Recesses and Vacations. Extracurricular activities such as exhibitions, Special lectures, Cultural competitions and Student seminars etc. are strategically planned in a manner so that they do not harm the academic calendar, involving all the stakeholders. The notified dates for different events, however, stand changeable depending upon the practical needs of the college, and circumstances that may crop up from time to time.

Co-curricular activities are planned by the individual departments in a perspective manner to ensure the holistic development of the students and to develop their leadership quality.

The departments strategically and plan wise coordinate the departmental events, both academic and co-curricular, according to the vision and convenience of the department, although without clashing or contradicting with the central planning of the college. Such events are organized by the concerned departments keeping a view on the compatibility between the departmental and the central planning of the college. Internal examinations, Student seminars, continuous evaluation through MCQ tests, Term-end Assignments and their evaluation and sharing with the students, constant group and individual monitoring sessions, Tutorial and Remedial classes for the Advanced and Slow learners respectively – all these are methodically notified and implemented by the departments. Not the regular academic and extra-curricular activities only, but the add-on courses like Communicative English, Computer Application, Basic Computer Literacy programme etc. are given due importance. Such courses are conducted and the concerned sessions are held without disturbing the Master Routine. So, the week wise, month wise and semester wise course offerings are accommodated within the Master Routine of the college, and necessary fixtures and notifications are circulated among the students concerned and the faculty as well beforehand. Addenda and Corrigenda, however, are circulated from time to time as and when required. But all this is done keeping in view that the holistic vision and objective of the institution are fulfilled as far as possible and practicable, and in conformity with the broader guideline provided by the University.

College sports activities and cultural events are considered to be very important and are strategically planned by the sports and cultural sub-committees accordingly, and details of such events are duly notified by the college authority and the concerned committees in advance to ensure the participation of larger

number of learners in the events.

File Description	Document
Any additional information	View Document
Strategic Plan and deployment documents on the website	View Document
Link for Additional Information	View Document

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The Governing Body, democratically constituted as per provision of the Statutes of the affiliating University, is the apex decision making body of the institution and also the custodian of College property. Principal, the Member- Secretary of the GB, is authorized to implement all decisions taken by the Management & liaison with the University, the State Government, the State Higher Education Council, the UGC and all other external bodies which are directly or indirectly related to the College in its day to day functioning. The **IQAC** is the quality facilitating body of the institution which discusses issues & sets benchmarks, adopts new policies and experiments with new ideas for marching ahead and supervises the standard of various parameters of the college. The Teachers' Council, duly constituted as per statutory provision, an advisory body, is responsible not only for constituting non-statutory Committees for decentralized functioning but for making specific academic recommendation to the Management and is also instrumental in implementing all academic policies. There are separate service rules for the faculty members and the non-teaching staff, outlined in the relevant Statutes of Sidho-Kanho-Birsha University, Purulia. The rules framed under UGC regulations also govern service conditions as and when notification in this regard is made by the State Govt. Procedure of appointment, probation, confirmation, nature and hour of duty, leave, promotion, superannuation, suspension & retirement comprise the general aspects of these service rules. Recruitment of permanent teaching staff is done strictly on the recommendation of the College Service Commission, West Bengal. As far as the guest teachers are concerned, their recruitment is done through open advertisement in leading newspapers and in internet. Based on their academic performance and performance in personal interview in presence of a university nominated expert, merit list is prepared and subsequently the position is offered. The entire process of guest recruitment is done with permission from affiliating university.

For last couple of years, all promotional cases of teaching staff have been gone through CAS as established by the UGC and adopted by the Govt. of West Bengal. Initially the incumbent submits his/her self-appraisal to the IQAC. If IQAC finds it suitable, it recommends the Principal for further processing. The concerned section of W.B. Higher Education Department is duly informed and the case is forwarded to them for further action.

Grievances are handled promptly and sensitively leaving little scope for agitation. Demands of all stakeholders are fulfilled through open dialogue so that the section making any demand that cannot be met

immediately gets a chance to be satisfied with institutional constraints. The Management dons a human face and while it insists on accountability in rendering one's service, it also takes into account certain lingering problems of all staff working on substantive or temporary basis.

File Description	Document
Link for Additional Information	View Document

6.2.3 Implementation of e-governance in areas of operation

1. Planning and Development
2. Administration
3. Finance and Accounts
4. Student Admission and Support
5. Examination

- A. All 5 of the above
- B. Any 4 of the above
- C. Any 3 of the above
- D. Any 2 of the above

Response: C. Any 3 of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP Document	View Document
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

The Committees concerned are:

1. The Governing Body.
2. RUSA Monitoring Committee.
3. Building Committee.

It was a long standing demand of the Department of Sanskrit and the Department of Hindi that more space be allocated to their Departments for better teaching learning implementation. The demand was met after the college received the RUSA grant for development of infrastructural facilities in 2015. The Governing Body in its meeting on 20/06/2015 constituted a RUSA monitoring committee with Prof. A. K. Agarwal as its convener.

1. The RUSA Monitoring Committee, in its meeting on 02/03/2016, resolved that rupees 10L could be spent on extension and construction of classrooms (besides library building). It was also thought that it could be done cost-effectively by building up the 1st floor of the library building instead of constructing new foundation for a new building. The copy of the resolution was sent to the Director of RUSA for his approval.
2. The Principal placed the letter No. 98-EH/RUSA-64/2015(Comp-7) dt. 02/03/2016 in which the application for the permission of construction of the 1st floor of Library building was approved.
3. Subsequently, in consultation with the Building Sub-committee the contractor was given work-order for the construction of the class rooms for Sanskrit and Hindi Departments.
4. The progress of the work was monitored by the members concerned under the supervision of the RUSA convener.
5. The RUSA monitoring Committee decided to make payment of the 1st instalment to the contractor concerned. The meeting was held on 16/11/2016.
6. The progress of the Campus Development work was verified physically on regular basis. Principal reported that on the basis of the recommendation of Building Committee the final payment to the contractor concerned was made already.
7. The rooms were allotted to the Department of Sanskrit and the Department of Hindi.

All the expenses incurred in the process were duly audited and forwarded to the RUSA.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

Our college is well-aware of the fact that welfare measures for the staff are not merely important, these measures are also keys to the concept of the institution as a happy family. Alongside the policies adopted by the government concerned, the institutional measures of following democratic spirit and human concern in meting out these measures keep up the fraternal bonding and commitment to the institution. The broad policies adopted by the Governing Body and the management are as follows:

1. Provident fund facility is ensured for all Staff.
2. Loan facilities are extended to all the members of the teaching and non-teaching staff at less than bank interest rates by the College Employees' Credit Co-operative Society.
3. This Society also maintains Thrift Fund and other funds for all the members. They can become stake holders and earn dividend on their share from the Society.
4. The College gives interest free Puja advance of a lump sum amount to all members of its staff as a festive gesture.
5. The female staff members enjoy maternity leave of six months as per State Government rule.
6. In addition, all the members of the staff are provided with Child Care Leave as per rule and as per their requirement.
7. The faculty members are also provided with special leave for availing of fellowships and Completing Ph. D programs.
8. The college never imposes any barrier for participation in Refresher Course/ orientation programs/ short term Courses to the faculty members.
9. The college is always ready for ensuring timely promotion of its faculty members.
10. The college encourages teachers in pursuing research activities, attending seminars and conferences and presenting papers, publishing in national and international journals, organizing special lectures, seminars and workshops for the enrichment of the faculties as well as benefit of the students.
11. On recommendation of the IQAC the college reimburses the registration fees and T.A. for presenting papers in State / National / International level workshops/Seminars / Conference etc. to the teachers. Duty Leave is granted for the same.
12. The IQAC arranges inter departmental Faculty Lectures periodically to exchange innovative ideas in their nascent form.
13. Different programs like computer and environment awareness are arranged for developing general awareness of the staff.
14. Various motivating Lecture Workshops with eminent personalities as resource persons and counseling programs for relieving stress are organized for the staff members.
15. Laughter therapy sessions from international experts and Art of Living sessions are arranged.
16. Health checkup programs are arranged for the staff. Two eminent and experienced doctors visit our health unit every week for the benefit of everybody concerned with the college.
17. Different recreational programs like College Foundation Day, and get -together on various personal as well as institutional achievements refresh everyone over the years.
18. The college always attempts to maintain a healthy administrative and academic environment.

File Description	Document
Link for Additional Information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description**Document**

Details of teachers provided with financial support to attend conferences,workshops etc during the last five years

[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description**Document**

Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff

[View Document](#)

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 14.94

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
9	8	2	12	2

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers).	View Document
IQAC report summary	View Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

In conformity with the academic calendar provided by the college in the beginning of the respective session, the faculty members regularly maintain a diary, which helps them keep track of the academic assignments and the proportional coverage of the syllabus. This enables them also to self-evaluate their academic performance and student-centric contribution.

A formal mechanism towards self-appraisal of teachers is maintained through the following:

- The PBAS (Performance based Appraisal System) as prescribed by the UGC Regulations 2010 is diligently observed by the college while considering the faculty members for promotion.
- The above principle is implemented in terms of certain criteria such as:
 - Number of classes allotted and taken by individual faculty members in accordance with the Teaching and Performance evaluation index prescribed by the UGC
 - Teaching-learning methodology and innovative teaching
 - Use of ICT and audio-visual system
 - Assignment designing and modularization of the curriculum
 - Examination related assignment
 - Research, publication and academic contributions
 - Participation in administrative and organizational work of the college
 - Participation in extension activities

The non-teaching members also submit annually their self appraisal form as finalized by the IQAC. This is used mainly to inspire them to improve. However, they are subject to promotion in their respective fields as stipulated by the state government.

The college in addition has put in place a mechanism for appraisal from both the teachers and the students. In the students' feedback format, item no. 1 and 4 specifically pertain to the cooperation and services extended to the students by the office and the library. In the teachers' feedback format, item no. 5 and 6

specifically pertain to the performance of the non-teaching staff.

There is also a formal mechanism for obtaining feedback from students on the performance, regularity and student-centric approach of the teachers. The key aspects of teaching-learning have been brought under the purview of this feedback system. The Feedback form has been so designed as to give the learners scope for giving their views frankly and without any inhibition, for disclosing identity has not been made mandatory for students. The feedback is taken in a 10-point questionnaire format covering major aspects of Teaching-Learning. Students are required to award marks assessing the performance on a 10-point scale. The Feedback thus received is thoroughly analyzed by the IQAC, and then duly forwarded to the Principal. The same then is placed in the Governing Body meeting for institutional assessment, suggestions for improvement, and necessary action, if so required. Then, the action taken report is uploaded in the college website.

Apart from the appraisal measures adopted by the IQAC under the leadership of the Principal, the faculty members of each department assess themselves through peer-review and exchange of ideas about modes of improvement. There is also the practice of holding Guardians' Meet at regular intervals by the departments, which has a bearing on academic transparency, improved quality of teaching and mentoring through the guardians' responses.

File Description	Document
Any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The institution was always subject to external audit. The external / statutory audit is carried out by a Government auditor appointed by the DPI (The Director of Public Instructions) under Department of Higher Education, Government of West Bengal. This audit has been done up to F.Y. 2016-17. For the last two financial years (2017-18 & 2018-19) the name of the external auditor was approved very recently (12th June, 2019) and we hope within 3 months these audit will also be completed.

The mechanism for addressing the audit objections is to place the Audit Report at GB meeting, make threadbare discussion of the observations and findings, and take feasible steps for compliance. However, all the auditors who have checked the accounts since 2014 are satisfied that there has not been any misuse or misappropriation of funds. Although they have not given any objection, they have made a few observations for giving the college account a better shape.

The observations are discussed at GB meetings and the G.B. gives required direction to the Principal for compliance with the observations of the auditors.

Internal Audit:

Apart from General Govt. Audit, the college makes special Internal Audit of all grants received from whichever source like UGC, RUSA, and DST. In such cases, the audit report showing utilization of grant is sent to the appropriate authority. Some other Check-points for financial control are also there –

1. Scheme-wise audit of grants received from UGC, State and Central Government
2. Checking of all construction related bills by a qualified Govt. engineer,
3. checking of all Bills by the Bursar of the college before payment by cheque or cash or online are done regularly.

File Description	Document
Link for Additional Information	View Document

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 2.85

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
2.18	0.55	0.00	0.12	0.00

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document
Annual statements of accounts	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The mobilization, utilization and uniform, need-based, decentralized allocation of the fund(s) mark the transparent and democratized financial structure of the college.

The college takes regular efforts towards proper utilization of regular/routine grants from the Govt. sources, and is always keen on mobilizing other grants from different Govt., non-govt., quasi-govt., and local self-govt. bodies and alumni and well-wishers from time to time.

Other than the routine Government and UGC grants, the institution has been able to secure additional funding during the last five years from various agencies such as WBDST Major Research Project, UGC Minor research Projects, RUSA, MP-LAD fund, and Paschimanchal Unnayan Parishad.

The college had been selected for the 1st phase of CPE status during 2010-2015, and a total amount of Rs. 1,00,00,000/- (Rupees One Crore), was disbursed to the college has been utilized till the financial year 2016-17. From RUSA a grant of Rs. 2,00,00,000/- (Rupees two crores) was sanctioned in F.Y. 2015-16. The funds received from CPE and RUSA were utilized towards various kinds of infrastructure development and upgradation of learning resources. This included, among many, augmentation of the Computer Laboratory, purchase of Computers, Laptops, LCD Projectors, upgradation of Laboratory facilities, introducing E-Class Room and Smart classroom, upgradation of teaching aids, purchase of software etc.

The college has had the good fortune of receiving several funds also from MP-LAD fund and Paschimanchal Unnayan Parishad, from time to time chiefly towards development of building infrastructure like Class-rooms, Canteen building.

Apart from this, Purulia Zilla Parishad has already invited tenders for building extension in 2018-19.

For all kinds of work like new building structure, expansion of existing building, or purchase of items, the college strictly adheres to the financial rules of the Government. The building structures are generally done under the supervision of Govt. authorized agencies. In case of purchase of educational and allied materials, the method of seeking quotations or calling E-tenders is followed. The college always puts high emphasis on quality control and maintenance aspect. The funds are fully utilized and spent up, keeping an eye on the overall development of the college. Purchase of books and laboratory materials and equipment are given high priority, and the principle of democratic equity and need-based catering to the specific requirements of the departments is strictly maintained. In the case of shortage of fund from the sanctioning authority, the college provides additional support to meet the educational requirements.

In addition, over the years the college has generated a net corpus of more than one crore basically from the students as “Development Fees” at the time of admission. This asset is kept in various fixed deposits and has been utilized time to time according to the need of the college. Some of our well-wishers / Alumni have also generously donated a fair amount of money for various prizes given regularly to the students for excellence in different fields.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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**Response:**

The IQAC has attained a remarkable advancement in ensuring quality in **feedback mechanism**. Apart from analyzing the feedbacks, the college takes utmost efforts to ensure improvement and improvisation standing upon the feedback findings.

Since 2012-13, the college has been collecting student feedback on teachers' performance. For quite some years, the feedback was collected manually. The IQAC has introduced computerized Students' feedback system since the last four years. The data are collected through LAN system, and are thus available at any point of time. Moreover, the system is very soon going to shift to an online feedback mechanism for which all preparations are complete. The system of internal feedback for the Teaching and Non-teaching members of the staff as well as from the parents has also been institutionalized this year. This has significantly enlarged the scope of self reflection, review and remedial measures for all round quality augmentation.

Students Grooming Sessions have been regularly conducted by the IQAC this year to have a face-to-face interaction with the learners in presence of the Departmental teachers and the Principal. This has allowed the institute to assess the standard of infrastructure, teaching and other mechanism in vogue, and take prompt steps to tackle the deficiencies pointed out.

In the Research & Academic extension sector, the two important IQAC recommendations have been accepted and implemented:

- Teachers presenting papers / acting as Resource Persons / Chairing sessions in Seminars / Conferences are encouraged and financially supported with a maximum limit of Rs. 4000/- towards T.A. and Registration Fees.
- Teachers going for UGC Major Research Project will be entitled to receive 2-tier AC Train Fare from working place to UGC and back on completion / final defence and interface of the project.

Another academically healthy practice that the IQAC has introduced of late is by the teachers, where the presenter reproduces mostly on an area / field in which he / she has a working experience mainly before the faculty and the advanced students.

Apart from the UGC sponsored seminars, the IQAC regularly organizes Talks / Seminars / Lectures in various subjects and on the themes of Women Empowerment, Gender Equity, Value-based Education,

Environmental Awareness etc.

The IQAC has consistently laid sufficient emphasis on Cultural activities and Creative manifestation of the learners through holding Cultural Competitions and Festivals. Every year the birth days of great men like Dr. Radha Krishnan, Rabindranath Tagore, Acharya Jagadish Chandra Bose, S. Ramanujan are celebrated. Annual Exhibitions are held and Wall Magazines published. In the present year under the aegis of IQAC, the college has organized “Summer Fest 2K19”, in which, apart from traditional cultural competitions, the creative potential of the students was highly encouraged through a contest on “T-shirt Designing” and Computer “Tech-Fest”.

In short, the IQAC is engaged tirelessly in introducing Healthy Practices and encouraging Innovation in every field of work.

File Description	Document
Link for Additional Information	View Document

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

Response:

The IQAC, since the second cycle of NAAC, has been considering, planning and implementing certain review methodologies to ensure better academic framework and environment, and focusing on improved quality of teaching-learning. In doing so, the IQAC has adopted two measures towards review / assessment and Quality augmentation. These are :

Reviewing and assessing both Teachers’ and Students’ performance periodically (verbally as well as in written form) under the guidance of IQAC,

Introducing and multiplying advanced technology and improved teaching-learning methodology based upon the findings of the reviews and assessments.

As such, the IQAC resolved to cope with the digital era, accommodating within the curricular structure ICT enabled teaching-learning methodology, and adoption of suitable measures to fill up the lacunae identified in the system.

In recent times, the college has prioritized the ICT mode in teaching, and has purchased and put to use a large number of Computers, Projectors etc., along with setting up E-class Room, Smart Classroom, Audio-visual delivery system and language lab etc. with a view to uplifting the quality of education. The

departments, according to their need and applicability, have been adopting technology oriented teaching methodology and aids progressively. Such shift in the teaching-learning methodology and technique is directly related to the paradigm shift from a teacher-centric matrix to a learner-centric one.

The highest importance has been given to the various Feedback systems through which the institution is able to identify weaker areas of the faculty as well as the institution. The Feedback from students and guardians reflects the appreciation, grievances, and sentiments on the performance of the teachers as well as the overall performance of the institution, including the Library and the Office.

The IQAC takes every care to review the student/parent feedback and holds periodic interface with the teachers regarding the response of the learners as well as the measures that may be taken in augmenting the quality of Teaching-Learning practices.

Another very important step towards advancement was the introduction of Open Access System in the library after feedbacks from the students were reviewed and analyzed in regard to their dissatisfaction over the Requisition-Issue system, where they enjoyed lesser freedom of choice and were not exposed to the pick-and-choose system of the modern library set-up.

The Internal Examinations play a major role in reviewing the progress in Teaching-Learning, and such evaluations and reviews are spread over three stages : day-to-day class response, Mid-term examination (Objective / MCQ type), and the Project / Field survey / Assignment / Examination (as deemed fit by the concerned department). The cycle of review and assessment is, further, completed by taking into consideration the Semester-wise University results, based on which the IQAC sits in review meetings and recommends curative measures.

File Description	Document
Any additional information	View Document

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 4.4

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
10	4	5	1	2

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
- 2.Academic Administrative Audit (AAA) and initiation of follow up action**
- 3.Participation in NIRF**
- 4.ISO Certification**
- 5.NBA or any other quality audit**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
e-copies of the accreditations and certifications	View Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5 Incremental improvements made during the preceding five years (in case of first cycle) Post accreditation quality initiatives (second and subsequent cycles)**Response:**

After the last NAAC accreditation in 2014, the college under the suggestion of the IQAC has taken a number of quality enhancement initiatives in the academic and administrative domains during the last five years. Majority of these initiatives are also implemented quite successfully. The most noteworthy are as follows:

- **Language laboratory:**

It has been established with the softwares from Orell Language Lab company. This laboratory has a facility of accommodating forty two learners with complete N-computing system and personal head phones. This initiative is meant primarily to improve communicative and soft skills in the learners. This has facilitated a kind of confidence in the students which was hitherto missing. Now the teacher's class-notes can easily be accessible to the learners even in his/her absence.

- **LAN connected ICT enabled classrooms:**

In order to expand the multimedia facilities and bring in the student centric and experiential mode of teaching more efficiently all UG departments have been provided with one projector each. The three PG departments have been provided with one additional projector.

- **Additional smart room cum seminar hall:**

A second smart room cum seminar hall with a sitting capacity of seventy two has been added to provide further facility of organizing seminars, workshops, symposium, etc.

- **Students' Wellness Centre:**

Keeping in mind the increasing number of depression related issues among young learners, the college has started one dedicated students' wellness centre. Apart from providing counseling for career and placement, its main focus is to sensitively deal with all stress related issues that are referred to it by individual mentors of the students.

- **Students grooming:**

To effectively communicate with students of various departments on various quality metrics of the college the IQAC has started grooming students programme wise along with the teachers. This has helped in reaching to their grievances better in a face to face scenario with the principal answering to their queries and noting down the shortcomings if any for necessary actions.

- **Ramp and wheel chair:**

In 2018 a ramp with the secure railings and anti-skit flooring was built so that the physically challenged stake holders of the college may go up to and come down from the different stories of the academic building. The ramp is so constructed that the Arts and Science departments can be easily accessed. Purchase of one wheel chair has also been done.

- **In house symposium:**

As a kind of a novel initiative in house symposium in the department of Chemistry is started to promote student alumni interaction and motivation. On 12th October, 2018 the first such symposium was successfully organized with an encouraging response from the students as well as alumni engaged in research works. The IQAC plans to continue organizing such in house symposium in other departments gradually.

- **Faculty lecture series:**

The IQAC noted that many of the faculty members have research interests in such areas which might easily interest faculties and students from other departments. As many as five faculty members already participated in this faculty lecture series on different dates in the presence of a number of teachers and students from various departments of the college. This initiative has resulted in better inter-disciplinary understanding as well as sharing of research based studies.

- **Collection and preservation of rare historical documents**

Purulia has its own glorious history. But if anybody is interested in making any serious study about Purulia, data are scarce and not easily accessible. The college is fortunate that one of its faculty members in the department of English had spent almost all his life in doing research on the local dialect and publishing the fruits of his research in his self-published journal ('Chatrak'). We have successfully collected all the volumes of 'Chatrak' and kept them in the library. Along with it another important collection and preservation of documents related to Purulia is a collection of all volumes of 'Mukti' edited by an old freedom fighter Late Arun Ghosh.

- **Collection and preservation of research materials of the faculties:**

The college has a large number of teachers who have done doctorates or various researches. They have composed a number of books and also been involved in minor or major research projects. To make these fruits of research available to different stake holders of the college in the recent initiative, all these theses, papers and projects have been collected and preserved in the library in proper manner.

- **Motivating school students to study basic sciences:**

The college has started conducting workshop in and outside college with students from different schools in the district to motivate them to pursue basic sciences **and not** run only after so called professional courses like engineering, medical sciences, etc. A two day workshop was organized in the college and a one day event in R. C. Academy, Loulara.

- **Yoga and meditation:**

For the last few years a number of departments have introduced meditation for some time before the commencement of the classes. This is in addition to yoga and meditation sessions conducted regularly in the indoor sports arena.

- **Internet connectivity and making the campus high speed Wi-Fi enabled:**

The entire college campus is interconnected by a high speed Wi-Fi made free for use for all within the campus. Gradually the download speed of Wi-Fi and bandwidth has been increased to 50 mbps.

- **Cheap store:**

A cheap store mainly for students has been started for photocopying, binding, lamination as well as availability of student related stationaries at a reasonable cost within the campus to save time and money.

- **Feedbacks from other stake holders:**

From the academic session 2018-19 the college has started collecting feedbacks from teachers, non-teaching staff and guardians also to properly assess its own progress and take necessary remedial steps in time.

- **Goodbye friend: adding a human touch:**

In the most recent initiative IQAC has decided to be a part of sorrow of the family members of one of our colleagues who had a premature death. The newly constructed smart room has been dedicated in her memory and an annual memorial lecture series is planned in her name.

File Description	Document
Any additional information	View Document

NAAC

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 7

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2	2	1	1	1

File Description

Document

Report of the event

[View Document](#)

List of gender equity promotion programs organized by the institution

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

Response:

a) Safety and security

The College ensures utmost safety and security to its girl students through a number of ways.

- It has two Girls' Hostel – Gokul Kumari Devi Hostel and Babu Jagjivan Ram Hostel (for students under reserved category, waiting to be inaugurated) having sufficient attendants to meet the needs of the students.
- Discipline is rigorously maintained and there are provisions to punish. There are experienced gatekeepers at all the entrances of the college as well as Girls' hostel gates. Night guards are always on the vigil in the college campus.
- There is a "Grievance Box" for students to register their respective grievances as well as scope for registering grievance in website. At regular intervals these grievance are redressed.
- Identity cards are issued to all students, teachers and non-teaching staff.
- The college has CCTV in all the major points, except within the classroom.

- The entire college campus is well lighted with adequate electric light.
- The librarian along with the staff keeps vigilant eyes on students in the reading room.
- Hostel boarders are required to return to hostel by 6 pm positively. Home-bound boarders are released from hostel on submission of leave prayer signed by Guardian.
- It has women empowerment cell, Gender Equity Cell and Anti-sexual harassment cell which look after the issues pertaining to women in particular.
 - Women empowerment cell:

The Women Cell of the college frequently organizes activities which facilitate awareness among students in respect of the individual legal rights and privileges that they are entitled to. It confidentially takes into account the problems of the lady students in respect of their safety and security.

- Anti-sexual Harassment Cell:

In order to maintain safety and security of the students and all workers, a cell has been constituted for redressal of grievances. The cell stays alert all the time to prevent any sexual abuse towards the students and workers. If anybody faces any harassment, then he/she can complain at our cell. The members look into the issues, gather the evidence, and take the necessary action against the guilty. We also focus on preventing this kind of harassment by using secret monitoring services mainly by CCTV cameras which keep an eye on the entire campus.

- Anti-Ragging Committee:

- Anti-ragging committee is constituted with members both from the male and female staff members. It is the supervisory and advisory committee in preserving a culture of ragging free environment in the college campus. Members of the anti-ragging committee including the Principal make surprise visits to check places like hostels, canteens, classrooms and other places of student congregation. Anti-ragging committee is involved in designing strategies and action plan for curbing the menace of ragging in the college by adopting array of activities. Anti-Ragging Declarations are taken from all students and parents following UGC guidelines during admission off line or online.

b) Counselling

- Departmental teachers address personal problems of learners in stressful situation. If required, learners are sent to college counselors, one male and two senior lady teachers, who expertly handle personal problems of students.
- At the time of Mentor-Mentee grouping, Mentees are made to feel frank so that they can share their feeling freely with Mentors. If they have serious reservation with their family members, special attention is given to these mentees. They are taught the value of patience and acceptance.
- At the informal level, counselling is done mostly personally and confidentially where the students from the different financial as well as socio-economic backgrounds approach the cell and come to terms with their problems.
- The College organizes workshops for stress-free life by the selected resource persons regarding spirituality and through yoga and meditation.
- The College has displayed names and phone numbers of the members of the anti-ragging committee so that they can be approached anytime.

c) Common room

- The Institute has separate provision for girls' and boys' common room on two different sides of the college. Two "napkin- vending machines" and "incinerators for hygienic disposal of sanitary napkins" have been installed at one of the ladies' hostels and one at the Girls' Common Room to ensure emergency facilities, respecting the privacy of the girls and environment protection. A dedicated supervisor is assigned duty to look after the girls' common room. These rooms provide private space for both the male and the female learners. They can take rest, go for recreations, and share matters to build amiable solidarity. These rooms are equipped with drinking water facility, adequate furniture, indoor games, light, fans etc. and are properly ventilated, well-lit, neat and clean to provide a friendly ambience to the users.

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 34.69

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 22000

7.1.3.2 Total annual power requirement (in KWH)

Response: 63420

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 44.7

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 5820

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 13020

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document
Any additional information	View Document

7.1.5 Waste Management steps including:

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

• **Solid waste management:**

1. Recycled aggregates obtained from construction and demolition waste are reused in different construction activities like spreading pavement blocks.
2. Two types of dustbins (blue for non-biodegradable waste and green for biodegradable waste) are now in use for generated dry waste in the office, staffroom, gardens, library, and departments. Additionally, large roadside dustbins are also installed at various important junctures inside the campus. Though the college campus strictly prohibits the use of plastic, thermocol and other related substances, however, non-biodegradable wastes are still generated mainly by arrival of packages from outside, which in turn are deposited in the non-biodegradable dust bins. The biodegradable wastes mainly consist of paper, tree droppings, scrap materials, food wastes from the canteen etc. These are disposed in the biodegradable dustbins. These wastes from the bins are collected and taken away by the municipality workers on regular basis.
3. A large number of empty acid bottles get accumulated every year in the Department of Chemistry. The college ensures its smooth disposal through licensed vendor.
4. The pathogenic and non-pathogenic microorganisms discarded from the Department of Microbiology after proper treatment (Autoclaving and incineration).
5. For the improvement of soil organic matter, shaded leaves are allowed to decompose on the soil surface.
6. The college is in the process of preparing composting facility for organic wastes, green wastes or wastes collected from canteen, hostel kitchens, gardens, offices and class rooms etc.
7. College office follows the “Save Paper Save Tree” principle. All single-side used papers are reused for dual printing resulting reduced stress on environment.

• **Liquid waste management:**

1. Liquid chemical wastes generated from Chemistry laboratory and Bio-Sciences laboratories are passed through 3 different types of filter chambers viz. charcoal, brick and sand, later diluted with fresh water and then collected in the soak pits.
2. Liquid wastes generated by canteen, urinals, washrooms are transported by proper drainage system into the six soak pits dug out in the vicinity of the waste generating areas of the college.
3. The college tries to ensure adequate water supply in order to dilute the concentrated liquid wastes generated from various sources to minimize their harmful activities.

4. Liquid waste from the Department of Chemistry, demands a special attention as it contains strong acid/ alkali. For that students are instructed to follow the minimum chemical usage principle. Moreover, all liquid waste is neutralized before disposing of it off to the environment.

• **E-waste management:**

1. The non-working computer spare parts, electronic scrap components such as CPU cabinet, motherboards, CD drives, keyboards, etc. and other non-working equipments are used for practical purposes in order to explain to the students, the parts of the product which they used to study in their theory lectures. In some cases, they are sold to a vendor at a nominal negotiated cost. The disposal is made following the regulatory norms and e-waste is sold only to a licensed vendor.
2. Members of the staff and students are made aware of e-waste hazards.
3. College students are made aware of e-waste management through proper guidance.
4. Department of Mathematics has exchanged almost 25 CRT model monitors for new TFT monitors with the authorized agency.

Overall the college has taken initiatives to dispose off all wastes, whether solid or otherwise, in a scientific manner and ensures that the stakeholders are not harmed by them anyway. This helps the college environment to remain clean and free from dirt and dust.

File Description	Document
Any additional information	View Document

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Purulia is primarily an arid area with parched land. There is always a kind of water scarcity that severely affects almost all inhabitants of this district. The college has also suffered because of inadequate water resources and drying up of wells, bores and ponds especially in summer. Municipality has also failed to provide adequate water. Naturally, the college could not fulfill the daily requirements of students and staff. In the year 2015 the college took first measures towards saving water by watershed management. The venture started by digging a shallow, almost dried pond to make it a deep water body just in front of the Gokul Kumari Debi Girl's hostel. This initial project was worth an amount of Rs. 98,000/-. It was followed by plantation of trees around the pond in large numbers due to which water from the pond would not easily evaporate and help to fight against porosity of the soil, and retaining the impervious layer below the ground level in the pond. However, the giant step was taken when proper elaborate conduits were constructed to channelize the rain water from the college central library rooftop approximately of an area of 8000 sq. ft. Similarly other channels were also made to convey huge amount of rain water collection from the roof top of the Gokul Kumari Debi Girl's hostel, the college old Honours block as well as the

indoor stadium. This in addition to surface run off allowed collection of rain water equivalent to an area of 24,000 sq. ft. Because of this, the pond water level ever remains almost five feet high from the base and thus a more or less stable aquatic ecosystem is maintained. Additionally, the water collected during the scattered storm and rains in the summer is also channelized to the pond.

Moreover, from rooftop of some other buildings, water is collected in drums inserted inside the soil in vicinity of the wells and bores for subsurface recharge. This recharge area is roughly 16000 sq feet. The college has spent from time to time approximately an amount of Rs. 5,21,000/- within three years for implementation of rain water harvesting system in an effective manner.

A number of reports suggested that wells in the locality which used to dry up in summer, now have water all through the year benefitting a large section of inhabitants around the college. The residents in the locality are also very happy because of the relief provided by the college initiative. This collected water is being used by the inmates of the Gokul Kumari Debi Girl's hostel for daily household requirements. The college plans to use the pond water also for regular water need of different departments.

The leading Bengali newspaper, Anandabazar Patrika, reported this unique achievement of the college in glowing terms.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

a) Bicycles

- Around 80% of the students and 50% of the college staff use bicycles or battery operated Auto or come on foot.
- There are five adequately spacious cycle stands in the college.

b) Public Transport

A large section of the students and staff of the college avail the public transport (Toto, rickshaws etc). The Totos are run by rechargeable batteries and are therefore environment friendly.

c) Pedestrian friendly roads

The sprawling campus of the college is interspersed with pedestrian friendly tracks and roads made of eco-friendly paver blocks. Communication among the different buildings and sections of the college are done mainly on foot through these congenial passages. Different subsections of the college office, Principal's Chamber, Library, Canteen as well as Departments are all inter connected by user friendly pathways. So, walking virtually is the only and most preferred mode of conveyance. The college sports ground and the Girls' Hostel are also interconnected with the college through pedestrian friendly tracks.

- **Plastic-free campus**

The college is a completely plastic-free zone. Regular awareness drive helps in this venture. Also there is no retail shop within the campus that may impel the use of plastics. The college canteen is prohibited by the college authority to make use of plastics. Use of paper and shaal leaves has helped to render the campus plastic free.

- **Paperless office**

The office has not yet become completely paperless, but institutionally all efforts are being made towards it. Majority of communications related to teaching, administration, researches are made online. Bulk-sms software provided by CAMS has been bought by the college to make official communications with the students via sms service. A number of teachers regularly use mails for notices, class notes etc. for students. The college has also an elaborate Website where most of the official notices, activities, study materials etc. are regularly uploaded.

- **Green landscaping with trees and plants**

The large campus of the college is surrounded with green trees on all sides. This has on one hand added to the aesthetic side, and on the other helped to promote and sustain eco-friendliness. Tree plantations are done regularly by the NSS and NCC units of the college and with the Eco Club, they take proper initiatives to constantly monitor activities related to their proper maintenance. A butterfly garden is started by Botany and Zoology departments for bio diversity. The Eco and Herbal Club initiate to observe Tree Plantation week and celebrate the World Environment Day on June 5th every year. Poster presentations, seminar and rallies are conducted on a regular basis for making all aware of the importance of plants.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.81

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
9.38	0.62	0.16	0.00	0.22

File Description	Document
Green audit report	View Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above**B. At least 6 of the above****C. At least 4 of the above****D. At least 2 of the above****Response:** B. At least 6 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
link to photos and videos of facilities for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the

last five years**Response: 1**

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	1

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document
Any additional information	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 27

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
9	5	4	5	4

File Description	Document
Report of the event	View Document

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website**Response:** Yes**File Description****Document**

Provide URL of website that displays core values

[View Document](#)**7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations****Response:** Yes**File Description****Document**

Details of activities organized to increase consciousness about national identities and symbols

[View Document](#)**7.1.15 The institution offers a course on Human Values and professional ethics****Response:** No**7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions****Response:** Yes**File Description****Document**

Provide URL of supporting documents to prove institution functions as per professional code

[View Document](#)**7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years****Response:** 13

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
4	2	3	1	3

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

A higher educational institute thrives with commitment to social, cultural, national and philosophical ethos. The most obvious reflection of this commitment is in the form of observance of national festivals and the births and deaths of great heroes of national significance. J.K. College is in West Bengal where the popular saying goes that 'BANGALEER BARO MASE TERO PARVON', meaning that we have festivals all the year round. Among these festivals, annual observation of Saraswati Puja in the college on the auspicious 5th day of the Bengali month Magha (generally in February) needs special mention. Saraswati Devi is the deity of Vidya, and this observation within the campus has a great significance. Observation of Vijaya Dashami after the Durga Puja by sending and receiving greetings, and sharing of sweet-meats congeal the fabric of social harmony and cultural ethos.

Independence Day, Republic Day, the Birthday of Netaji Subhash Chandra Bose, Mahatma Gandhi and Sardar Vallabhbhai Patel are observed with due honour and solemnity within the campus. Hoisting of the national flag and parade of NCC are integral part of the auspicious celebration of Independence Day and Republic Day. Observation of 5th September as the Teacher's Day has its own fervour as the students pay their homage to Dr.Sarvapalli Radhakrishnan and show their respect to the teachers and non-teaching staff of the college. As the classes in the college remain suspended on Rabindra Jayanti (25thBoishakh or 8th May), our college observes 22ndShravana (8th August), the death anniversary of Rabindranath Tagore. Science departments celebrate birth days of J. C. Bose and Srinivas Ramanujan with due solemnity. Equally important is 12th January, the day Swami Vivekananda was born. Our college observes this day as National Youth Day with the active participation from teachers, non-teaching staff, students in general and the NSS unit in particular. This very year our college was assigned by the Govt. of West Bengal as the nodal college of the district for celebrating *Sampriti Saptaha* (*Week of Harmony*) on the occasion of the completion of the auspicious 125th year of the historical Chicago Address. All the colleges in the district participated in various cultural competitions and programmes, and celebrated thinkers on the philosophy of Swami Vivekananda delivered their speeches on the enduring significance of the Chicago Address for contemporary India. 2nd October is now observed as Swachhata Divas, and our NSS unit takes huge initiatives for the entire week to clean the campus, the hostels, the adopted villages and the bus-stand/ railway station.

The NCC unit observes National Solidarity Day on 20th October and they also pay homage to the Army on the occasion of National Army day on 15th January. Our NSS unit arranges discussions on various national figures like Swamiji, Netaji, Dr.Ambedkar, Moulana Abul Kalam Azad and Mahatma Gandhi. These programmes held round the year keep our college focused, united and committed to the

purpose of all round development.

File Description	Document
Any additional information	View Document

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The institution has complete transparency in its *modus operandi* in respect to financial, academic, administrative as well as auxiliary functions.

All important actions follow decisions which are taken in meetings of the Teachers' Council, Finance subcommittee, Purchase Committee, Building Committee, General Body, Library Committee, the IQAC or Departmental meetings. The constitution of these committees itself is done in a democratic manner often incorporating Principal, teachers, non teaching members and student representatives. Once resolutions are adopted, they are executed in systematic transparent manner. The major points of how this transparency in its operation is maintained may be summarised thus:

Academic:

1. Admission Notice in college website about admission details, online application for admission, computer generated merit list, notification regarding correction before finalization of list, online admission on the basis of Merit List, elimination of discrepancy, if any, by e-mail communication, verification of document and cancellation of admission if submitted data proves incorrect.

2. Breaking of assignments into modules and lesson plannings, declaring the methods of internal assessment, conducting paper presentations and evaluating performance openly, showing checked answer scripts of internal Examinations to learners, Publication of articles in **J.K. Times**, or selection of students to represent college in competitions on the basis of merit, strict invigilation to stop malpractice in examination hall, allocating individual mentors to all learners etc.

3. Publishing Academic Calendar and displaying all schedules of important activities on Notice Board or Website, adhering to the schedules as far as practicable.

4. Holding regularly departmental guardians' meet and sharing students' progression report

5. Encouraging all novel ideas among teachers and learners.

Administrative:

Regular response to RTI applications, all contractual Recruitments of Staff on the basis of standard norms set by the Government in the presence of a nominated University expert after due public notification, face to face interactive sessions of the Principal and the IQAC Co-ordinator with students, teachers and non

teaching members ,

Financial:

Framing of yearly budget, Budget allocation as per the need and availability of fund as decided in different committees, Collection only of fees mentioned in the Prospectus, online Fees collection by A/C transfer or through computer generated receipts, periodic deposit of collected amount to college accounts, Purchase or contracts for work as per recommendations of Committees by E- tender, or public advertisement, and transparent work orders, internal guidance and supervision of the Bursar, annual external audits as per Government rules, Online Refund of fees if deposited twice by any student by mistake or if the admission cannot be confirmed due to submission of incorrect data, timely submission of supporting vouchers against all purchases by everyone, timely Audits for all grants from State Govt., UGC, RUSA, University & other Grant – agencies, Rate verification certificate for local purchase of smaller amount, Joint signature system for withdrawal of money from college accounts.

File Description	Document
Any additional information	View Document

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Best Practice 1

1. Title of the Practice

Lectures / Seminars / Talks on Value-based Education and Socio-economic / Philosophical perception

2. Objectives of the Practice

- Inculcating and augmenting good, positive and higher values in the learners
- Exposing the learners to a wider, deeper, and experiential knowledge world
- Familiarising the learners with unknown and wider areas of epistemology
- Introducing the audience to novel thoughts and experimentations
- Furthering the horizons of purist knowledge and philosophical precepts
- Uplifting ethical / moral values of the learners and the staff as well
- Causing a fusion of purist knowledge and contemporary/practical enterprise
- Revitalising the traditional and indigenous modes of agriculture and technology
- Encouraging environment-friendly, non-traditional and renewable natural resources

3. The Context

We are passing through a very tough time. Terrorism, Communalism, Corruption, Unemployment, Political power-centricity, and dehumanised social behaviour have become almost the go of the day. But our country, which has taught the world from the ancient era to the modern times the importance of moral values, cannot become morally bankrupt on the whole. It still holds high the banner of morality and spiritual ethics.

Our institution could envisage this problem quite some years ago, and in addressing the issue, contemplated to lay special emphasis on lectures and talks on value-based education, fusion of traditional and modern knowledge, and newer areas of socio-economic experimentation.

In various lectures addressed by eminent speakers, the focus has sometimes been on the philosophical perception of the Universe, sometimes on the importance of social and moral values; sometimes they addressed eco-friendly modes of production, and no less the necessity of humane and ethical social ethos.

4. The Practice

This practice calls for both administrative vision and initiative, and several resource corners are used to make this fruitful.

First, the teachers:

The teachers are in constant touch, as usual, with their peers, teachers, research supervisors, eminent scholars and erudite resource persons in general, and outstanding orators in particular. Scholars from different disciplines, agreeing to address related issues, are invited to do so, and both the staff and the students can learn a lot from them. Moreover, the learned speakers expose the audience to relatively unknown areas of knowledge, and newer avenues to cope successfully with the contemporary civilisation.

Secondly, our NSS units:

There are four NSS units in the college, each having an adopted village. These units are engaged in rendering social services to the concerned villages to improve their living conditions, and in doing so, the villagers are addressed and made aware of social, moral and environmental issues frequently. Apart from this, in the Annual and the Special camps of the NSS, several such important issues are addressed to the students in general, and the NSS volunteers in particular. Talks on the major social, scientific, philosophical, socio-economic and moral issues are organised by the NSS in such a manner that students in general, along with the NSS volunteers, can participate in such programmes and thus may be benefitted.

Thirdly, the college has several MOUs and collaborations with National and local agencies/institutions like the Ramakrishna Mission, Purulia Vivekananda Yuva Pathachakra etc., in collaboration with whom we organize seminars and talks regularly and frequently.

Apart from these, the college often arranges to hold seminars on value-based education and social/ethical/economic/legal/philosophical issues under the aegis of several departments as well as in-house bodies like the Anti-ragging Cell, the Career Counselling Cell, and the Women Empowerment Cell etc.

The uniqueness of the practice is reflected in the attendance of the students and teachers, and the results are both quantitative and qualitative. Under the burden of examination oriented curricular design, the learners

are generally unwilling to go beyond the text books. These Talks and Seminars contribute a lot towards kindling the moral flame of the learners as well as the members of the staff.

Initially, we faced problems regarding participation of the students. But with the passage of time, and with the teachers' successful efforts in pursuing and convincing the learners about the need of such discourses, the attendance now has become really overwhelming.

5. Evidence of Success

The success of this practice is proven, and is reflected in multiple areas of self-expression of the students. The evidences are, however, not always tangible, but the psycho-cultural reflections are conspicuously obvious. This may be observed in the following areas of teaching-learning process, co-curricular and extra-curricular fields of activity in which a large number of students participate.

- No incident of major student unrest or misbehaviour observed in the last few years
- Noticeable improvement observed in student-teacher relationship and interface
- Commendable student participation in the above said seminars/talks/discourses
- Much better cultural orientation of the students reflected in the cultural programmes
- Outstanding participation in competitions like debate, elocution etc.
- Consistent excellence in inter-college cultural competitions
- Conspicuous diminution – verging on extinction – of cases of ragging and harassment
- Much increased environmental awareness and ethical consciousness
- Inhibited/retrogressive mindset of the first generation learners remarkably diminished
- Noticeable interest of the students to deliver talks as speakers in the discourses
- Students coming forward to address developmental projects of the college
- Increased number of students willing to join the NSS with the mission of social service

6. Problems Encountered and Resources Required

Although this practice bred fruit of a long-term and deeper nature, it was initially tough to be introduced, since it does not directly correlate to the examination-oriented curricular nature, and apparently contradicts the orthodox perception of excellence reflected in the mark sheets alone. The college holds that a perfect assimilation of the traditional and value-based education and the technologically advanced learning can alone become the tool to encounter 21st century global reality, while maintaining a human face.

The problems and requirements, however, may be listed as under:

- Convincing the learners of the need and usefulness of such programmes
- Inadequacy of time under Curricular load
- Selecting easily comprehensible and universal subjects
- Inviting proper speakers
- Initial teething problem in drawing the students to such serious discourses
- Managing human resources and expenses incurred for logistics and itinerary
- Lack of Govt./UGC help to augment the enterprise and keep up the practice

Best Practice 2

1. Title of the Practice

Rain Water Harvesting: Internal and External Water Crisis Management

2. Objectives of the Practice

- To capture and store rain water from the rooftops of buildings as well as surface runoff during rainy periods for use in times when there is limited/scarce supply of water
- To take necessary measures to keep that water clean from pollutants
- To avoid flooding of roads
- To reduce groundwater contamination, flooding and erosion
- Addressing the fast increasing student roll strength in relation to daily use of water
- Attempting to resolve the scarcity of water for both the day scholars and the boarders
- Mutually resolving water and green crisis by surrounding the reservoir with plantation
- By raising the water level in the pond, raising the average water level in the vicinity
- To initiate eco-friendly approach in turning wastage into renewable natural resource

3. The Context

Purulia has a long history of acute water scarcity. Its sub-tropical climate with high temperature cause maximum water bodies of Purulia to dry up in summer season and water crisis. The situation is aggravated because of alarming deforestation and insignificant afforestation. Recently the gap between demand and supply of water is widening day by day also due to rapid growth of population. Unfortunately measures taken by Government agencies could not mitigate the problem much.

The college has also suffered because of inadequate water resources and drying up of wells, bores and ponds especially in summer. Municipality has also failed to provide adequate water. Naturally, the college could not fulfill the daily requirements of students and staff. Initiatives have been taken to confront this scarcity by way of rain water harvesting and watershed management. In the year 2015 the college took first measures towards saving water by watershed management. It appeared to us, and was proved, that a careful retention of overflowing and waste water during June – October could profitably pay us back in summer, providing at least a partial solution to an unbearable problem.

4. The Practice

Watershed management experts were consulted, and theoretical workshop on watershed management was organised. The venture of harvesting and storing the rain water started by digging a shallow, half-abandoned pond to make it a deep water body which had gone almost dry just in front of the Gokul Kumari Debi Girl's hostel. This initial project was worth an amount of Rs. 98,000/-. It was followed by plantation of trees around the pond in large numbers. By this technology the college ensured that water from the pond would not easily evaporate due to plantation around the pond, thus help to fight against porosity of the soil, and retaining the impervious layer below the ground level in the pond.

However, the giant step was taken when proper elaborate conduits were constructed to channelize the rain water from the college central library rooftop approximately of an area of 8000 sq. ft. Similarly other channels were also made to convey huge amount of rain water collection from the roof top of the Gokul Kumari Debi Girl's hostel, the college old Honours block as well as the indoor stadium. This in addition to surface run off allowed collection of rain water equivalent to an area of 24,000 sq. ft. Because of this, the

pond water level ever remains almost five feet high from the base. In addition, the water collected during the scattered storm and rains in the summer is also channelized to the pond.

Moreover, from rooftop of some other buildings, water is collected in drums inserted inside the soil in vicinity of the wells and bores for subsurface recharge. This recharge area is roughly 16000 sq feet. The college has spent from time to time approximately an amount of Rs. 5,21,000/- within three years for implementation of rain water harvesting system in an effective manner.

Because of these elaborate measures of rain water harvesting and watershed management, the level of subsurface water table was significantly recharged even in the adjoining area of the college. The problem of acute water scarcity of the college is substantially reduced.

5. Evidence of Success

A number of reports suggested that wells in the locality which used to dry up in summer, now have water all through the year benefitting a large section of inhabitants around the college. The residents in the locality are also very happy because of the relief provided by the college initiative. This collected water is being used by the inmates of the Gokul Kumari Debi Girl's hostel for daily household requirements. According to the inmates, the problem of water scarcity has significantly diminished due to increase in water level of the pond. The college plans to use the pond water also for regular water need of different departments.

The leading Bengali Newspaper, Anandabazar Patrika, reported this unique achievement of the college in glowing terms.

Besides, for the first time around 50 kg of fish was harvested last year from the pond. This also opens a future possibility of introducing pisciculture in the college.

6. Problems Encountered and Resources Required

This healthy practice was not very easy to be introduced and initiated. As watershed management and rainwater harvesting are comparatively new ideas, the project had to be internalised first, and then only put to exercise. This was a long-term project that needed both physical and financial efforts, and consumed quite some time to come to terms with practical realities. Even after the project was physically completed, we had to wait till the turn of seasons, and testify the veracity of our project in the next monsoon or autumn.

Problems encountered:

- Amount of rain water collection depends on the vagaries of the climate of Purulia and on annual rainfall.
- Lack of the appropriate design and evaluation of rain water harvest system to improve system performance and the stability of the water supply
- Effective measures could not yet be taken to counter atmospheric pollutants including particles, microorganisms, heavy metals and organic substances which accumulate on the catchment areas as dry deposition and are washed out from the atmosphere during rainfall events

Resources required:

- We need to be supported by Govt./UGC agencies in keeping up such fruitful and healthy practices
- For installation of galvanized steel pipes which are found most suitable for rainwater harvesting applications
- For desludging and chemical cleaning of the catchment area as well as the pond before the beginning of rainy season
- For chlorination of the collected water at least once every rainy season



File Description	Document
Link for Additional Information	View Document

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

J.K. College, Purulia is fully aware of, and responsible to, the institutional vision, priority and thrust. The foremost of the institutional visions is “to help students from the economically challenged background overcome all sorts of barriers: social, financial as well as mental”. The traditional Sanskrit saying ‘*Shraddhaban lavate gnyanam*’ (The respectful gathers knowledge), which stands as the motto of the college, and is inscribed on its logo, is the primary goal which the institution tries to assimilate and integrate with the 21st century realities of post-globalization. The seminal focus is on the holistic development of the student community that comes basically from rural and economically challenged background, and quite a number of them being first generation learners. Their basic aim is to get some livelihood out of their exposure to higher education, but the college tries its best to inculcate in its learners the fusion of traditional, purist knowledge and technical know-how requisite for survival in the 21st century. The add-on courses like Paramedical Training (Nursing Services), Basic Computer Literacy, Computer Application, Water Quality Testing, Horticulture, Bio Fertilizer, and Communicative English are our humble efforts to make the learners aware of non-traditional avenues of employment, and enable them to a certain extent. The Students’ Wellness Centre and career guidance cell is ever agile to help the students through counselling, workshops and mentoring sessions. Subjects like Geology, Microbiology and Computer Science, as already existing disciplines, are expected to open up new avenues of job options, and the college is keen to launch other such disciplines like Biotechnology in near future.

Keeping in mind the fact that students from Purulia had to go for higher studies to distant remote places which caused lot of hardship to them, the college in a unique noble gesture donated a vast premium land so that SKB University could be built in the town of Purulia itself. This went a long way in providing substantial relief to a vast section of local learners.

Every year on an average Ruppees 1,10,000/- is also disbursed as freship to financially challenged learners from the college fund.

Our institution does not seek to be an isolated abode of learning. Its deep commitment to the economically impoverished but culturally rich region of Purulia is reflected in the award winning NSS activities of the college. Various initiatives such as cleanliness campaigns, repairing the roads in different locales of Purulia town and betterment of the adopted villages are some of the instances of the cause of social service pursued by the college. The *Chhou* dance unit of our NSS has already taken part in the National Republic Day Procession in New Delhi and their performance has been highly applauded by the distinguished delegates from India and abroad. The *jhumur* singers of our college perform in various cultural events and bag prizes on a regular basis. One of our alumni, Dr. Shaktipada Kumar, who worked on Chhou Dance and Jhumur song, has been honoured with the membership of the World Dance Council in a conference in Greece.

Faculty exchange programmes and extension lectures are regular modes used for the better awareness and exposure of the students. E-learning resources are made available to all mitigating substantially problems of accessing study materials from outside. The college has been a pioneer in rainwater harvesting in the town, a remarkable feat in the rain-parched district of Purulia. The water thus collected is used to recharge the neighbouring wells and a once dried-up pond of the college also, where fish farming is done now, and Pisciculture seems to be a bright future.

Thus, the focus of the college holds steadfast on the upgradation of a so-called socially and economically backward district through upliftment of the first-generation and backward learners, although retaining most the traditional and cultural heritage of the district as well as of the state. This can be done, the college holds, only through a perfect assimilation and internalisation of the traditional and value-based

education on the one hand, and the technologically advanced means of learning on the other to cope up with the 21st century global reality.

Aiming at this objective, the college focuses on the removal of the retrogressive attitude in a number of learners, chiefly those coming from economically and socially backward, ‘non-creamy’ layers of the society. The institution takes all efforts to promote the culture of readiness and steadiness for encountering the surrounding realities. We pledge to remove the mental block from our backward and first generation learners that deters them from boldly facing the realities of contemporary existence. The removal of the age-old practice of keeping quiet and subdued that these young people have internalised through generations – which Paulo Friere calls the “culture of silence” in his *Pedagogy of the Oppressed* – is one of our central missions. For facilitating such ambience and attitude, the college regularly organises Seminars, Workshops, Talks, Special Lecture Sessions, and more importantly, holds cultural meets, counselling sessions, motivating sessions, and meditation classes. Such events enthuse the learners of a shy nature as well as those from a socio-economically challenged background to start believing in themselves, come forward with their natural abilities and face the challenges of life.

The performance oriented success of the college is reflected both in its University Examination results, and the spectacular placement of quite a number of students passing out from this institution. It is really interesting and worth noticing that a sizeable section of our alumni, getting associated with prestigious institutions like Bhaba Atomic Research Centre, or working as teachers in different universities and colleges, are from the so-called backward or economically challenged background. This becomes possible only because we encourage and promote originality and a fusion of traditional and contemporary knowledge. As a part of our mission, we believe in promoting value-based education combined with tech-savvy readiness of 21st century.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

5. CONCLUSION

Additional Information :

Though located in one of the economically constricted regions, the college students' success rate has always been above University pass percentage with a sizable number of 1st class and toppers in the University, whether Burdwan or SKBU. Their regular progression for further studies to some of the best institutes of India like IITs, IISER, JNU, University of Hyderabad, BHU, TIFR, BARC, NPL (Delhi), ISM (Dhanbad), J.U. and abroad is a testimony to the high standard set by the college. Many students qualify in NET, SET, GRE and TOIFEL every year.

Some of most distinguished alumni Dr. Utpal Das, Scientist NCL, Pune, Scientists Dr. Ashish Kr. Singha Deb, Dr. Nimai Pathak Dr. Brahmananda Chakraborty, and Dr. Monoranjan Ghosh (who all are in BARC), Dr. Joyanta Choudhury (IISER, Bhopal), Dr. Arindam Ghosh (NISER, Bhubaneswar), Dr. Nibedita Mahata (NIT, Durgapur), Dr. Barnali Dasgupta (BIT, Meshra), Sharmila Pandey, (DST Women Scientist, IISER Bhopal), Dr. Mritunjay Mahato, (NEHU), Dr. Amartya Choudhury (NIT, Joypur), Dr. Samrat Mukherjee (NIT, Patna), Prof. Angshuman Kar, (Dept. of English, University of Burdwan), and Dr. Prabodh Kuiry, Dr. Bishwanath Mukherjee, Dr. Rajib Nath, Dr. Nagen Chandra Mahata, Dr. Apurba Saha (all in S.K.B. University, Purulia). Dr. Somnath Mukherjee (Lecturer, Foreign Faculty, School of Chemistry and Chemical Engineering Shaanxi Normal University, Republic of China), Dr. Dipak Paramanik, Sr. Scientist, USA, and Dr. Shyama Prasad Banerjee, Scientist, Canada, Dr. Arif Mohammad Kamal, Scientist, Belgium, and Shaktipada Kumar, member, International Dance Council, Greece, add to our rich repertoire of glorious tradition. One of the NCC students, Sourav Singh, represented India in Russia, and was awarded Governor's medal for bravery/ adventurous activities. One of the present Faculty members has founded three schools as the secretary of different NGOs. The great nurturing that the institute regularly provides to its faculty members has helped a good number of them moving to Universities / Institutes.

Concluding Remarks :

The institution has been successfully playing a dynamic role in bringing about positive changes all around in different spheres: academic, administrative as well as ethical. The participative experiential teaching learning methodologies adopted and encouraged along with humane bonding between the teachers and the taught have yielded wonderful results. There is hardly any unsavoury incident in the last few years because of students' agitation. The harmonious syncing among the members of the teaching and the non- teaching renders the institute a family like ambience. The management is ever supportive and encouraging. IQAC has become quite active and involved, and quality initiatives taken recently have been progressive. Laudable mechanism for green practices, implementation of rain water harvesting, and expansive outreach of the college have won accolades from one and the sundry. The college has won championship in various games and sports regularly. The institute has been working sincerely to inculcate a sense of self belief in all its learners.

Full E-governance, greater use of alternative energy, introduction of vocational courses, creating placement opportunities, ushering in staff advancement courses, and creating steady resources are our next target to reach greater heights.

NAAC

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p>Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years</p> <p>1.1.3.1. Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>0</td> <td>2</td> <td>9</td> <td>11</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>4</td> <td>2</td> <td>4</td> <td>0</td> </tr> </tbody> </table> <p>Remark : Revised as per the supporting BoS letters</p>	2018-19	2017-18	2016-17	2015-16	2014-15	1	0	2	9	11	2018-19	2017-18	2016-17	2015-16	2014-15	3	4	2	4	0
2018-19	2017-18	2016-17	2015-16	2014-15																	
1	0	2	9	11																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
3	4	2	4	0																	
1.3.3	<p>Percentage of students undertaking field projects / internships</p> <p>1.3.3.1. Number of students undertaking field projects or internships</p> <p>Answer before DVV Verification : 166</p> <p>Answer after DVV Verification: 169</p>																				
2.4.3	<p>Teaching experience per full time teacher in number of years</p> <p>2.4.3.1. Total experience of full-time teachers</p> <p>Answer before DVV Verification : 3041 years</p> <p>Answer after DVV Verification: 683 years</p> <p>Remark : Revised as per corrected document uploaded</p>																				
3.3.1	<p>The institution has a stated Code of Ethics to check malpractices and plagiarism in Research</p> <p>Answer before DVV Verification : Yes</p> <p>Answer After DVV Verification: No</p> <p>Remark : Web link of the approved Code of Ethics of the Institution to check malpractices and plagiarism in Research not provided.</p>																				
3.3.4	<p>Number of research papers per teacher in the Journals notified on UGC website during the last five years</p> <p>3.3.4.1. Number of research papers in the Journals notified on UGC website during the last five years</p>																				

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
25	16	21	27	31

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
14	10	14	12	16

Remark : Revised as per the corrected excel

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

3.4.2.1. Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1	4	3	0	00

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	00

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

4.1.4.1. Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
48.5	45	26	26	33

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
48.50	45.00	26.00	26.00	33.00

Remark : Budget allocation is the same as the SSR Report

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

4.2.4.1. Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
8.82	8.41	4.84	15.59	4.05

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
6.04	8.05	7.29	15.29	3.68

Remark : Revised as per the supporting statement of accounts

4.2.5 Availability of remote access to e-resources of the library

Answer before DVV Verification : Yes

Answer After DVV Verification: Yes

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

Answer before DVV Verification : B. Any 6 of the above

Answer After DVV Verification: B. Any 6 of the above

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

5.3.3.1. Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15

28	27	26	26	26
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Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
27	27	26	26	26

Remark : The Reports attached looks like made for purpose documents with no sync with the photographs provided

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
06	14	0	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Remark : Neither E copies of letters of teachers obtaining financial support, nor audited statement highlighting the financial support provided

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

6.4.2.1. Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
2.18256	.555	0	.1	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
2.18	0.55	0.00	0.12	0.00

Remark : The supporting letters of funds does not seem to be relevant. No statement of accounts provided

7.1.8	<p>Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years</p> <p>7.1.8.1. Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 389 1046 524"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>10.67939</td> <td>.62945</td> <td>.1666</td> <td>.0021</td> <td>0.22875</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 602 1046 736"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>9.38</td> <td>0.62</td> <td>0.16</td> <td>0.00</td> <td>0.22</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	10.67939	.62945	.1666	.0021	0.22875	2018-19	2017-18	2016-17	2015-16	2014-15	9.38	0.62	0.16	0.00	0.22
2018-19	2017-18	2016-17	2015-16	2014-15																	
10.67939	.62945	.1666	.0021	0.22875																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
9.38	0.62	0.16	0.00	0.22																	
7.1.9	<p>Differently abled (Divyangjan) Friendliness Resources available in the institution:</p> <ol style="list-style-type: none"> 1. Physical facilities 2. Provision for lift 3. Ramp / Rails 4. Braille Software/facilities 5. Rest Rooms 6. Scribes for examination 7. Special skill development for differently abled students 8. Any other similar facility (Specify) <p>Answer before DVV Verification : B. At least 6 of the above</p> <p>Answer After DVV Verification: B. At least 6 of the above</p>																				
7.1.10	<p>Number of Specific initiatives to address locational advantages and disadvantages during the last five years 7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 1451 1046 1585"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>6</td> <td>7</td> <td>7</td> <td>5</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 1664 1046 1798"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>1</td> </tr> </tbody> </table> <p>Remark : Mere writeups without proper authenticity not accepted</p>	2018-19	2017-18	2016-17	2015-16	2014-15	6	6	7	7	5	2018-19	2017-18	2016-17	2015-16	2014-15	0	0	0	0	1
2018-19	2017-18	2016-17	2015-16	2014-15																	
6	6	7	7	5																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
0	0	0	0	1																	
7.1.17	<p>Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years</p>																				

7.1.17.1. Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
9	4	2	5	6

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
4	2	3	1	3

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	Number of courses offered by the institution across all programs during the last five years Answer before DVV Verification : 24 Answer after DVV Verification : 615																				
2.2	Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs) Answer before DVV Verification: <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>119.26059</td> <td>79.52354</td> <td>72.44669</td> <td>68.53114</td> <td>84.71833</td> </tr> </tbody> </table> Answer After DVV Verification: <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>264.20</td> <td>176.20</td> <td>243.45</td> <td>198.86</td> <td>214.62</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	119.26059	79.52354	72.44669	68.53114	84.71833	2018-19	2017-18	2016-17	2015-16	2014-15	264.20	176.20	243.45	198.86	214.62
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