



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	<b>Panchakot Mahavidyalaya</b>
• Name of the Head of the institution	<b>Dr. Saptarshi Chakraborty</b>
• Designation	<b>Principal</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>9475639936</b>
• Mobile No:	<b>9475639936</b>
• Registered e-mail	<b>panchakotmahavidyalaya@gmail.com</b>
• Alternate e-mail	<b>principal@panchakotmv.ac.in</b>
• Address	<b>Sarbari, PO - Neturia, Dist - Purulia</b>
• City/Town	<b>Sarbari</b>
• State/UT	<b>West Bengal</b>
• Pin Code	<b>723121</b>
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	<b>Affiliated</b>
• Type of Institution	<b>Co-education</b>
• Location	<b>Rural</b>

• Financial Status	Grants-in aid												
• Name of the Affiliating University	Sidho Kanho Birsha University												
• Name of the IQAC Coordinator	Dr. Biplab Kahar												
• Phone No.	8293810685												
• Alternate phone No.	6297094597												
• Mobile	8293810685												
• IQAC e-mail address	iqac@panchakotmv.ac.in												
• Alternate e-mail address	panchakotmahavidyalaya@gmail.com												
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://panchakotmv.ac.in/index/?pageid=0a1a6a9aeg3afg3a5a4abale2f aa0f4aie3f">https://panchakotmv.ac.in/index/?pageid=0a1a6a9aeg3afg3a5a4abale2f aa0f4aie3f</a>												
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes												
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://panchakotmv.ac.in/index/?pageid=ib0a0a4a4f5aggg5a4aaa8f5f7ale6a2f6f">https://panchakotmv.ac.in/index/?pageid=ib0a0a4a4f5aggg5a4aaa8f5f7ale6a2f6f</a>												
<b>5.Accreditation Details</b>													
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B</td> <td>2.28</td> <td>2015</td> <td>01/04/2015</td> <td>31/03/2020</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B	2.28	2015	01/04/2015	31/03/2020
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to								
Cycle 1	B	2.28	2015	01/04/2015	31/03/2020								
<b>6.Date of Establishment of IQAC</b>	30/04/2013												
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>													

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional 1	Women's Hostel	UGC	2021	35958
Institutional 1	Remaining Amount	RUSA	2020	416667
Institutional 1	BEUP	State Govt.	2020	89900
Institutional 1	BEUP	State Govt.	2021	336671

<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>Upload latest notification of formation of IQAC</li> </ul>	No File Uploaded	
<b>9.No. of IQAC meetings held during the year</b>	<b>4</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>No</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		

<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>
<b>IQAC took measures to enhance online teaching</b>
The house thoroughly scrutinized the procedures for conducting online examinations across various semesters. Emphasis was placed on formulating stringent safety protocols to guarantee the health and hygiene of all stakeholders involved. This meticulous approach reflects a commitment to ensuring the well-being of everyone during

the examination process.

Reports of online classes taken by teachers were collected by the committee and IQAC monitoring the effectiveness of online teaching

The concerns raised by various departments regarding emerging infrastructural problems were acknowledged and addressed. Measures were implemented to resolve these issues, demonstrating a proactive approach by the college administration in ensuring the improvement of infrastructure to meet the evolving needs of the institution.

To perform any necessary extension activities.

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

Plan of Action	Achievements/Outcomes
Online Classes	Conducted as far as possible
Virtual Meetings	Held
Online Exams	Conducted
Counselling to students to combat pandemic	Done
Research work by faculties	Achieved

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

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

### 14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	20/02/2022

### 15. Multidisciplinary / interdisciplinary

Departments organize both interdisciplinary and multidisciplinary classes to give students comprehensive knowledge of the topic. The departments of social science place particular emphasis on to plan

seminars and webinars that aid in the development of a more comprehensive grasp of the subjects covered in the CBCS curriculum. The CBCS curriculum encourages learning outside of the field and necessitates knowledge from other areas in order to comprehend concepts more fully. As example, the course on environmental studies are taught by various departments. Add-on courses and seminars are offered by many departments of the college. The students are benefited from these courses which are related to different topics. The interdisciplinary classes are enjoyable for the students as well, since they help them prepare for competitive exams.

#### **16.Academic bank of credits (ABC):**

Since the beginning of the current academic year, students have registered in the Academic Bank of Credits. Because of this, obtaining an ABC ID is now required in order to register for the exams. At this time, every first-year student has already created an ABC ID.

#### **17.Skill development:**

The development of talents is highly valued in order to become proficient in both learning job-related skills and syllabus knowledge. To address this, many add-on courses have been implimented by the different departments. The Career-counselling cell on the other hand takes significant initiative to offer capacity building programs to the students for the development of their job skill. Additionally, there are 50-mark SEC (Skill Enhancement Course) papers included in the curriculum components. Each student enrolled in a program course must complete four of these papers, and each student pursuing an honors program must do two of these papers.

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

The college has made the necessary preparations to incorporate instruction in Indian language, culture, and other subjects into the curriculum as part of the Indian Knowledge system. Both Honors and Program courses are offered in Sanskrit, Bengali and Santali at the college. A significant number of student students of this college are interested to learn Bengali, Sanskrit and Santali which are part of the IKS.

The Sanskrit and Santali departments also offers Add on courses on 'Spoken Sanskrit' and 'Spoken Santali' course, respectively to the students.

All of the college's cultural events and programs highlight Indian culture. The cultural committee of the college plays a crucial role to conduct different types of cultural program like, dancing, singing, drama, extempore, recitation etc. that promotes indian cultural heritage.

The majority of the courses in the Science, Commerce and Arts streams are taught in bilingual classrooms, using both Bengali and English. Students submit projects and papers in either of these languages. All seminars and webinars, except those in particular language subjects like English, Bengali, Hindi, or Sanskrit, are conducted in the bi-lingual mode. History, Political Science, Philosophy, Mathematics, Physics, Chemistry, Botany, Zoology, Computer Science, and so on are among the disciplines taught in bilingual method. Our institution has a yoga center which offers yoga classes to all the stakeholders.

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

Each department has compiled the POs and COs, which have been posted on the college website. The departments prepares their lesson plan before the starting of each semester. All of the college's courses and programs have CO and PO, which are shared with the students at the start of the each semester and posted on the college website. The prospects of each course are communicated to the students by the respective departments. The curriculum includes skill-oriented components (SEC), which help to make the students more employable. Moreover, the college offers various certificate based Add On courses to enhance the students' skills and job-oriented capacity.

#### **20.Distance education/online education:**

First of all, it should be noted that the college website contains Lecture Notes from various departmental faculty members. Moreover, the college organize webinars, seminars, workshops, and other events in mode. The entire educational system was conducted online throughout the COVID lockout. Classes and supplemental courses have been taken in dual modality. Teachers virtually universally use ICT. The college central library provides e-books, Journal and other e-resources to support online education.

### **Extended Profile**

#### **1.Programme**

1.1

26

Number of courses offered by the institution across all programs during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>2.Student</b>		
2.1		890
Number of students during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
2.2		560
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
2.3		215
Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>3.Academic</b>		
3.1		55
Number of full time teachers during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
3.2		55
Number of Sanctioned posts during the year		

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	34
4.2 Total expenditure excluding salary during the year (INR in lakhs)	18099232.83
4.3 Total number of computers on campus for academic purposes	87

## **Part B**

### **CURRICULAR ASPECTS**

#### **1.1 - Curricular Planning and Implementation**

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

The University structures UG course curricula within the CBCS/NEP semester system, allowing 10% local modification by the Board of Studies, including college teachers, as per UGC guidelines. College-level curriculum formulation is limited, but departmental teachers develop personalized lesson plans for effective delivery. The Teachers' Council establishes academic sub-committees (Routine, Examination, Seminar, Smart Class, Library Committees), contributing to curriculum planning. ICT tools like smart boards, e-notes, and social media aid curriculum delivery, along with traditional methods.

Teachers engage with mentees, arranging remedial classes for slow learners, and tutorial classes, adhering to university mandates and guidelines for syllabus coverage. A general routine for each B.A, B.Com & B.Sc stream is prepared collaboratively, prominently displayed on notice boards and the college website. An online examination portal facilitates assessments, supplemented by offline continuous internal exams. The college serves as an examination center for end-semester exams for other university students.

Amid COVID lockdown, the college transitioned to online classes, mentoring, and webinars. Currently, an offline mode prevails, with



provisions for online seminars and class tests.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://panchakotmv.ac.in/index/?pageid=kb0a6aable4aleib5a6a2a7fke5a0f3a1f3f">https://panchakotmv.ac.in/index/?pageid=kb0a6aable4aleib5a6a2a7fke5a0f3a1f3f</a>

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

An Academic Calendar, published at each session's start, outlines university and college activities, holidays, and schedules, accessible online and on notice boards. The academic calendar indicates the schedule for the conduction of the Continuous internal Evaluation. Each department conducts internal assessments as per the instruction by the affiliating university. Moreover, the departments conduct independent class test, mock tests, assignments for the students.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://panchakotmv.ac.in/images/uploads/AcademicCalendar20-211686971782-40348630.jpg">https://panchakotmv.ac.in/images/uploads/AcademicCalendar20-211686971782-40348630.jpg</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**  
**Academic council/BoS of Affiliating University**  
**Setting of question papers for UG/PG programs**  
**Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**  
**Assessment /evaluation process of the affiliating University**

**A. All of the above**

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

## 1.2 - Academic Flexibility

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

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

26

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

Nil

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

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

The college integrates human values, gender issues, and environmental consciousness into its curriculum following the CBCS/NEP guidelines. Recognizing a substantial female student population, special emphasis is placed on gender issues, fostering an understanding of women's rights. Environmental Studies is a mandatory component for both Honors and Program course students across science, commerce, and humanities disciplines. Professional ethics and human values are imparted through the Career Counseling Cell and seminars.

Professional Ethics receives emphasis, particularly for philosophy and Sanskrit students, involving seminars and outreach programs to enhance soft skills. The Career Counseling Cell conducts mock interview programs to assess students' knowledge of ethical issues in their professions. Gender issues are woven into Language and Humanities subjects, considering the college's significant female enrollment.

Given a substantial number of students from backward classes, human values are instilled through extension and social programs. The college, committed to environmental awareness, focuses on green practices, renewable energy, eco-friendly initiatives, and environmental studies. NSS and NCC undertake welfare measures, and Geography and Botany students contribute through fieldwork promoting eco-friendly practices. Green and energy audits are conducted, and the college uses a pollution sensor for public awareness and research.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

1

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

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

790

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

A. All of the above

**from the following stakeholders Students  
Teachers Employers Alumni**

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<a href="#">View File</a>

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

**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://panchakotmv.ac.in/index/?pageid=5a5acblb4fjbcg3a5a6a2a7fke5ake7a4f4f">https://panchakotmv.ac.in/index/?pageid=5a5acblb4fjbcg3a5a6a2a7fke5ake7a4f4f</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of sanctioned seats during the year

**1180**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

560

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

In each department mentors are allotted for each student. The mentors assess the learning level of the students, and the learning levels of the students are also assessed by the class performances and the Internal examinations. The mentors then assist them with study materials. Advanced study materials are allotted to advanced learners, and books are recommended to them for study. Special hours for this purpose are allotted in the Routine, and followed by the departments. For slow learners remedial tutorial classes are allotted as per requirement. They are specially attended by the mentors. This is how the teachers teach slow and advanced learners with special attention.

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

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

Number of Students	Number of Teachers
1641	49

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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

Experiential learning at our college involves hands-on activities

such as laboratory experiments, open book tests, film and picture shows, viva-voce, gardening, first aid learning, case studies, and social surveys. The college believes that supervised experiential learning can enhance academic inquiry, fostering interdisciplinary learning, civic engagement, career development, cultural awareness, leadership, and various professional skills.

Participative Learning actively engages learners by drawing on their experiences and skills to solve problems, utilizing examples relevant to their daily lives through group discussions, debates, assignments, poster presentations, road safety initiatives, student-generated question banks, brainstorming, community surveys, and sharing government schemes via NSS. Problem-solving methodologies, including IQ tests and interviews, are also employed.

To enrich teaching-learning experiences, the college utilizes ICT tools such as smart classes, PPT presentations, and Google Forms. Motivational support is provided through e-resources like e-notes, a library depository, WBCOLOUR database, open access resources, databases for journals and archives, NLIST, inflibnet, etc.

The college anticipates long-term outcomes, including enhanced reflection, critical analysis, and synthesis capabilities in students, fostering opportunities for initiative-taking, decision-making, accountability, and intellectual, creative, emotional, social, and physical engagement. The approach aims to provide opportunities for students to learn from natural consequences, mistakes, and successes, contributing to holistic development.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://www.panchakotmv.ac.in/index/?pageid=fb3adb8a1fjbgg5a5a6a2a7f0fba1f0alele">https://www.panchakotmv.ac.in/index/?pageid=fb3adb8a1fjbgg5a5a6a2a7f0fba1f0alele</a>

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

During lockdown period due to COVID situation, all teaching and learning had been online, with the assistance of ICT tools. Teaching was conducted through various online platforms such as Google Classroom, Google Meet, Zoom etc. Webinars have been organized regularly. The online classes were made interesting through MS Powerpoint presentations and the use of internet. Whatsapp groups

were formed for the students of each course, and study materials were shared through these groups. All classes, webinars, and other notices were shared through these groups. Throughout the year, this college supplied reports of online activities to the University and the West Bengal Higher Education department. The University also published a report of the online activities of all the colleges under the SKB University, and the report of Panchakot Mahavidyalaya was also included in it. After offline activities of the college started, the blended mode became the order of the day, and all activities continued both in online and offline mode with the offline mode as a priority.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://www.panchakotmv.ac.in/index/?pageid=fb3adb8a1fjbgg5a5a6a2a7f0fba1f0alele">https://www.panchakotmv.ac.in/index/?pageid=fb3adb8a1fjbgg5a5a6a2a7f0fba1f0alele</a>

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

#### 2.3.3.1 - Number of mentors

49

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

49



File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

8

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

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

##### 2.4.3.1 - Total experience of full-time teachers

394

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

The IQAC conducts an Orientation Programme for new students, followed by department-wise seminars on CBCS/NEP systems, grading,

and syllabi, explaining the structure of internal and external marks. Affiliated with Sidhu Kanu Birsha University, the college follows university guidelines for exams, with committees under the Vice Chancellor and Controller of Examinations. A specified time is allocated for teachers to prepare question papers, and the university mandates guidelines adherence. End-semester exams are efficiently conducted by the college committee, teachers, and staff, following university rules. External inspectors oversee exams, and teachers promptly evaluate answer sheets. Internal marks, awarded through various methods, depend on department teachers and heads. Additional dates for assignment completion may be provided. Student attendance, mandatory for exams, requires a score above 75 percent. COVID-19 prompted exams through mail, Google Meet, WhatsApp, and the college portal, with teachers ensuring transparent invigilation. College teachers timely upload internal marks to the university portal. Students dissatisfied with marks can apply for university review, assisted by the college. The university's reevaluation process ensures correct decisions after rechecking exam papers. The IQAC coordinator and Principal monitor and address student issues, maintaining transparency in the internal and external examination processes.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://onlineexam.panchakotmv.ac.in/">https://onlineexam.panchakotmv.ac.in/</a>

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

The college has well-planned system of continuous evaluation internally. It must be noted that 10 marks per paper is allotted for internal evaluation in the CBCS semester system. Our college opts for internal examinations, conducted departmentally for both Honours and Programme courses. As each internal examination is conducted semester wise, such general examinations are held twice a year. Apart from this, there is also provisions for classroom assessment on a regular basis which is less-documented. Moreover, there are tutorial / remedial assessments. Many departments hold students' seminars as a mode of assessment. Taken together, a continuous evaluation is held throughout the year. If any student has any grievance regarding internal examinations, he/she complains to the HOD. Normally the departmental Head solves the problem, for all the scripts regarding the examination. If the Head is unable to solve the problem, the candidate approaches to the Principal, who calls the

Convenor of the Examination subcommittee. They solve the problem. If there is any problem regarding marks that have been sent to the University, then the Principal acts according to the advice of the Controller of Examinations.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://www.panchakotmv.ac.in/index/?pageid=6aebhb8aigaa5f3a5a4abale3f8a2f8a1fle">https://www.panchakotmv.ac.in/index/?pageid=6aebhb8aigaa5f3a5a4abale3f8a2f8a1fle</a>

## 2.6 - Student Performance and Learning Outcomes

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

Program and course outcomes are specified, shared with instructors and students, and posted on the college website for each program the institution offers. Each department frames the results, and the departments periodically analyze the results. While instructing, each department makes an effort to meet the goals they have set forth. The departments frequently formulate reports on action taken. The action taken reports and these COs and POs are submitted on the internet.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.panchakotmv.ac.in/index/?pageid=6afb3a1c2f6acgdb5a6a2a7f0f8a2f4a3f6f">https://www.panchakotmv.ac.in/index/?pageid=6afb3a1c2f6acgdb5a6a2a7f0f8a2f4a3f6f</a>
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The attainment of CO is evaluated by each department separately considering the students performance in Internal Assessment, End Semester result and the Feedback report submitted by the student after completion of the course. The PO is evaluated by considering the 'weightage of each course' included in the program and the 'CO for the corresponding courses'.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.panchakotmv.ac.in/index/?pageid=6afb3a1c2f6acgdb5a6a2a7f0f8a2f4a3f6f">https://www.panchakotmv.ac.in/index/?pageid=6afb3a1c2f6acgdb5a6a2a7f0f8a2f4a3f6f</a>

### 2.6.3 - Pass percentage of Students during the year

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

388

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

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

<https://www.panchakotmv.ac.in/index/pageid/6a2a2aaagg5acgdb5a5a2a3f2f5a1f1aje2f>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

0

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

## 3.2 - Research Publications and Awards

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

the year

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

27

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

14

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

The college is highly dedicated to comprehensive community work, primarily conducted by its three National Service Scheme (NSS) units and a 160-cadet NCC company. The NSS units engage not only in their adopted villages but also in various rural areas of Purulia District, collaborating with local clubs and NGOs through MOUs. During COVID lockdowns, the focus shifted to spreading awareness and assisting the public. The college actively awards prizes to outstanding NSS performers and conducts COVID sensitization programs for students, teachers, and the community. Notably, the commitment to extension and community services persists throughout the year, contributing to the betterment of Purulia District, recognized as one of the most backward districts in the country.

File Description	Documents
Paste link for additional information	<a href="https://panchakotmv.ac.in/index/pageid/6adb1a0cigkbgg3a5a5aba4f5fbb5f3a5f5f">https://panchakotmv.ac.in/index/pageid/6adb1a0cigkbgg3a5a5aba4f5fbb5f3a5f5f</a>
Upload any additional information	No File Uploaded

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

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

0

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

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

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

0

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

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

#### 3.3.4.1 - Total number of Students participating in extension activities conducted in

**collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

0

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

**3.4 - Collaboration**

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

0

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

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

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

0

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



**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

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

Situated in a rural area, this college stands out with its state-of-the-art infrastructure compared to local institutions. It boasts ample classrooms, laboratories, hostels, an auditorium, seminar and conference halls, and other essential facilities. The college features ICT-enabled classrooms with smart-board facilities, NCC and NSS offices, and regularly upgraded laboratory equipment and computers. Despite extensive teaching-learning equipment and infrastructure, there is a continuous effort to increase and upgrade resources to meet modern educational needs.

The institution excels in providing facilities for cultural activities, sports, games, gymnasium, and yoga. An auditorium hosts various cultural events like Autumn and Spring welcome ceremonies, Talent Hunt programs, and Fresher's welcome ceremonies. The college sports field accommodates activities such as cricket, football, badminton, sprinting, high and long jumps. Students are actively encouraged to participate in sports, with winners being felicitated during the Annual Prize Distribution Ceremony. Separate common rooms are available for both genders, and the fully computerized library offers sufficient books for CBCS and NEP syllabi, with continuous additions. Additional amenities include a reading room and a free computer zone for students, while ICT resources like smartboard-equipped rooms, LCD projectors, and computers support classroom teaching, seminars, and conferences.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://panchakotmv.ac.in/index/?pageid=gbk9hbbaleib3f5a5a6a2a7f0fba1f3ake2f">https://panchakotmv.ac.in/index/?pageid=gbk9hbbaleib3f5a5a6a2a7f0fba1f3ake2f</a>

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

Situated in a rural area, this college stands out with its state-of-the-art infrastructure compared to local institutions. It boasts ample classrooms, laboratories, hostels, an auditorium, seminar and conference halls, and other essential facilities. The college

features ICT-enabled classrooms with smart-board facilities, NCC and NSS offices, and regularly upgraded laboratory equipment and computers. Despite extensive teaching-learning equipment and infrastructure, there is a continuous effort to increase and upgrade resources to meet modern educational needs.

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File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://panchakotmv.ac.in/index/?pageid=gbk9hbbaleib3f5a5a6a2a7f0fba1f3ake2f">https://panchakotmv.ac.in/index/?pageid=gbk9hbbaleib3f5a5a6a2a7f0fba1f3ake2f</a>

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

2

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

2

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://panchakotmv.ac.in/index/?pageid=4ak91abbgg2ake7a5a6a3ale3f5a1f1a0f0f">https://panchakotmv.ac.in/index/?pageid=4ak91abbgg2ake7a5a6a3ale3f5a1f1a0f0f</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

1494180

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

The Library operates seamlessly with the assistance of ILMS software provided by City Hub Web Solution. This software is intricately linked with the college office, enabling access to student data and facilitating various services and amenities. These include student and staff membership registration, book database management, book borrowing and return processes. Additionally, the software facilitates book barcode printing, stock inventory management, and generates reports on book borrowing activities. All library-related data is efficiently managed and accessible through this integrated software platform.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="https://pkmv-opac.kohacloud.in/">https://pkmv-opac.kohacloud.in/</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

C. Any 2 of the above

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

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

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

0

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

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

22

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	No File Uploaded

### 4.3 - IT Infrastructure

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

The college constantly upgrades its IT infrastructure. The internet speed and bandwidth was raised gradually over the years to provide better service to all the stakeholders of the college. During the lockdown situation due to COVID pandemic education proceeded as usual through virtual means via software platforms, with online examinations being administered on schedule. The college increased computer facilities ensuring departmental computer facility for most of the departments. The institution has installed Wi-Fi in a number of locations, including the staffroom, library, and office, where the teachers and non teaching staffs frequently use the internet. There is a free internet cafe for the students and computer facility for the students inside the library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://panchakotmv.ac.in/index/?pageid=2afb6a0c5f4acg7a5a6a3ale3f5a5f0a5f8f">https://panchakotmv.ac.in/index/?pageid=2afb6a0c5f4acg7a5a6a3ale3f5a5f0a5f8f</a>

#### 4.3.2 - Number of Computers

87

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

43.06630

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

A number of subcommittees and departments, including the library, assist in the upkeep and use of the physical, academic, and support facilities. 1) Laboratories are maintained by each department. There are lab-attendants associated to each laboratory to take care of the labs. Each department sends its requisitions regarding the laboratory requirement to the principal. The proposal is then passed through Governing Body and the procedure for procurement is forwarded through Finance and Purchase committee. 2) Library committee maintains the utilization of college central library. The issues related to library are discussed in the committee meetings regularly and initiatives are taken towards solutions. 3) The sports committee maintains the sports infrastructures. 3) The classrooms and departmental computers are under the vigilance of the concerned departments. There are computer centers and free Internet cafe for the students which are maintained by the college authority.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://panchakotmv.ac.in/index/?pageid=gbk9hbbaleib3f5a5a6a2a7f0fba1f3ake2f">https://panchakotmv.ac.in/index/?pageid=gbk9hbbaleib3f5a5a6a2a7f0fba1f3ake2f</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

1258

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

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

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

0

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

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

**E. none of the above**

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

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

0

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

0

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

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student**

**A. All of the above**



**grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

0

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

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

0

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

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

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

0

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

**5.3 - Student Participation and Activities**

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

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

0

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

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

Students actively participates in Cultural, Sports, NCC, NSS and various other programs. The college has a registered Alumni Association that plays crucial roles in contributing to the Green campus, supports the distress in the neighbouring area, etc. The students of the college contributes academically in building up Question Banks for the college.

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

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

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

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

## 5.4 - Alumni Engagement

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

The college's Alumni Association, comprising numerous active members, holds regular meetings dedicated to college and social welfare, along with cultural activities. The alumnus directory is consistently updated to track and document their varied engagements.

Established to foster interaction and networking among alumni, the association has successfully pursued its objectives, evolving into a full-fledged entity. Proactive in implementing activities, alumni meets contribute to cultivating an intimate fellowship among former students.

The Alumni association significantly shapes the college's future by representing its members' views and actively contributing to infrastructure and student facilities. Since its inception, ex-students have been instrumental in various college activities, conducting social awareness programs on relevant societal issues, organizing donation drives for the needy and collecting old clothes.

Their contributions extend to enriching college infrastructure through furniture donations, book donations to the library, and active involvement in Plantation Drives on the campus. The alumni consistently observe special days and play a crucial role in organizing and participating in blood donation camps.

This comprehensive engagement showcases the alumni's commitment, social responsibility, and positive impact on the college community, reflecting a strong sense of encouragement and dedication to the continuous improvement of the institution.

File Description	Documents
Paste link for additional information	<a href="https://www.panchakotmv.ac.in/index/?pageid=9a4a4ajbggibke2a5a6a2a7fke5a0f1aie0f">https://www.panchakotmv.ac.in/index/?pageid=9a4a4ajbggibke2a5a6a2a7fke5a0f1aie0f</a>
Upload any additional information	No File Uploaded

<b>5.4.2 - Alumni contribution during the year (INR in Lakhs)</b>	<b>E. &lt;1Lakhs</b>
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File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The college's mission is to provide quality learning opportunities,

particularly for students from marginalized backgrounds, fostering character development and intellectual excellence. Located in a rural area, the institution aims to cultivate socially responsible individuals and outstanding minds for national and social benefits.

The governance and leadership enact policies aligned with the college's vision, focusing on inclusiveness, accountability, and impartiality. Initiatives include integrating rural and backward populations into higher education, implementing the NEP curriculum to offer honors courses and research opportunities, improving student pass percentages, ensuring facilities for girls, and motivating students to develop discipline and mental strength.

The governing body, responsible for decision-making, collaborates on finance-related matters and oversees academic, administrative, sports, and cultural activities. Teacher council meetings address academic progress and examinations.

The IQAC plays a crucial role in maintaining overall quality, overseeing teaching, learning, and evaluation processes. Various committees handle seminars, examinations, grievances, and anti-ragging activities. The college emphasizes digitization, ICT technology, and a decentralized approach for academic and curriculum development.

The NEP curriculum is successfully implemented, focusing on equipping students with knowledge and skills for current job opportunities. The college emphasizes internships, and the implementation aligns with university norms and government rules.

File Description	Documents
Paste link for additional information	<a href="https://panchakotmv.ac.in/index/pageid/fb6afb4afgjb3f6a5a6a3ale3faake3a4f2f">https://panchakotmv.ac.in/index/pageid/fb6afb4afgjb3f6a5a6a3ale3faake3a4f2f</a>
Upload any additional information	No File Uploaded

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

Participatory management and decentralization are the guiding principles of governance. Among the procedures are some of the following: The college's primary task is split by the Governing Body and the Teachers Council. There are multiple committees involving teaching and nonteaching staff members to run various college

activities. Culture, Sports, Wall Magazine, Womens cell, Library, RTI cell, Canteen, Admission Committee, Waste Management committee, Anti Ragging Committee, Students' Welfare, Examination, and Routine committees are there to maintain smooth operations and college activities. Moreover, there are Finance, Purchase, IQAC cells. From planning to implementation, each subcommittee completes its own work and reports to the appropriate Governing Body or Teachers' Council. The Finance Committee allocates funds from the budget as soon as the request is brought before it. The office staff divides up all official tasks for good reason. For instance, the Principal divides up the office's examination workload among the staff members, and each person does their share to ensure the efficiency of the examination system.

File Description	Documents
Paste link for additional information	<a href="https://panchakotmv.ac.in/index/pageid/fb6afb4afgjb3f6a5a6a3ale3faake3a4f2f">https://panchakotmv.ac.in/index/pageid/fb6afb4afgjb3f6a5a6a3ale3faake3a4f2f</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Governing Body (GB) is the primary administrative body responsible for administering all aspects of college operations and policy decisions. The GB comprises of a President, two Government representatives, two university representatives, one representative from West Bengal State Council of Higher Education, two teachers' representatives, one non-teaching representative, one donor representative, one student representative and the principal (as secretary). Regular meetings are held to discuss various college plans and their implementation during the year ensuring the progress of the college. The Teacher Council, comprising of full-time teachers and the principal, is responsible for organizing various college-related meetings such as examinations and curriculum plans. The IQAC, composed of teachers and other members as per norms. Committees related to college accounts, like Purchase Committee and Finance Committee are established comprising of Bursar, accountant, principal and other internal and external members. There are other committees that are composed of teaching and non-teaching staffs:

Examination committee, Admission committee, Cultural committee, Wall magazine committee, Waste management committee, Seminar committee, NSS and NCC, Journal committee, Sports committee, Anti-ragging

committee, women's cell, Grievance redressal cell, library committee, Green and energy audit committee.

The institutional perspective plan is effectively deployed via the working procedure of these committees.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://panchakotmv.ac.in/index/pageid/8agb4a0chg7a4fl95a6a3ale3faake6ale4f">https://panchakotmv.ac.in/index/pageid/8agb4a0chg7a4fl95a6a3ale3faake6ale4f</a>
Upload any additional information	No File Uploaded

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

The GB and IQAC cell of the college function through the Teachers Council and the following other committees. Examination committee: Successfully conducts all college and university examinations. Admission committee: All the admissions, registration and form fill-ups. Cultural committee: Organize various cultural activities. Wall magazine committee: Regular publication of wall magazines. Waste management committee: Motivates waste management for non-degradable, degradable and e-wastes. Seminar committee: Organizes seminars using both external and internal resources. NSS and NCC: Social activities, AIDS awareness, Womens empowerment etc.

Journal committee: Publish research papers regularly college journal PANCHAKOTESAYS (ISSN: 0976-4968). Sports committee: Inter-college, Intra-college and University sports. Among other committees, anti-ragging, RTI cell, women's cell, and the grievance redressal cell, library committee, Green and energy audit committees are noteworthy. The college processes are decentralized, transparent. The state government governs the process of appointing new staff. The college is only a part of the process to ensure smooth and fast appointment. The promotion-related work (CAS) are executed in accordance with UGC guidelines. The college's service rule is under the West Bengal state government's jurisdiction. Policies: Institutes exhibit well-planned policies in e-governance, publications, Student Support and Welfare Measures, IT, Infrastructure, library and the review and scrutiny process of examination papers.



File Description	Documents
Paste link for additional information	<a href="https://panchakotmv.ac.in/index/pageid/8agb4a0chg7a4f195a6a3ale3faake6ale4f">https://panchakotmv.ac.in/index/pageid/8agb4a0chg7a4f195a6a3ale3faake6ale4f</a>
Link to Organogram of the Institution webpage	<a href="https://www.panchakotmv.ac.in/index/pageid/4a2aebbb3fjbke1a5a6a3ale5fba4f7a5fle">https://www.panchakotmv.ac.in/index/pageid/4a2aebbb3fjbke1a5a6a3ale5fba4f7a5fle</a>
Upload any additional information	No File Uploaded

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The college ensures the welfare of all teaching and non-teaching staff through various facilities and government schemes. For teachers, these include the Employee Co-op Credit Society, Air Conditioned Faculty Rooms, Festival Advances, Loan Facilities, streamlined Leave Application, Inflibnet, Online Library, Repositories, Vidwan Enrollment, Provident Fund, Quick PF Loan Processing, Gratuity on Retirement, West Bengal Health Scheme, First Aid, Health Checkups, Separate Canteen Cubicle, Residential Facilities at zero cost, 24x7 CCTV surveillance, Security, Purified Drinking Water, Modern ICT facilities, Facility of Research, and Teachers' Day Celebration.

Non-teaching staff enjoy similar benefits, such as the Employee Co-op Credit Society, Air Conditioned Office Rooms, a Separate Common



Room for Female Staff, Festival Advances, Loan Facilities, streamlined Leave Application, Online Library access, participation in College Training and Staff Development Programmes, Provident Fund, Quick PF Loan Processing, Gratuity on Retirement, First Aid, Health Checkups, Special Yoga and Gym Hours, a separate Canteen Cubicle, 24x7 CCTV surveillance, Security, Purified Drinking Water, and Modern ICT facilities.

Both teaching and non-teaching staff undergo a thorough appraisal process at each promotion stage, involving the Principal, University and Government experts, and the Governing Body. The college also recognizes excellence through annual Best Teacher and Best Non-teaching Awards.

File Description	Documents
Paste link for additional information	<a href="https://panchakotmv.ac.in/index/?pageid=2a4aj91b6f3ake4a5a6a3ale3faale2a4f8f">https://panchakotmv.ac.in/index/?pageid=2a4aj91b6f3ake4a5a6a3ale3faale2a4f8f</a>
Upload any additional information	No File Uploaded

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

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

0

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

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

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

4

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

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

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

2

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

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

**Teaching Staff:** The arrival and departure of the teaching staffs are recorded everyday and also the class allotted and taken report are noted by the college authority. Every member of the teaching staff must complete a thorough appraisal procedure using a form that is approved by the principal, the university, and the government. Before a teacher can advance to the rank of Associate Professor,

there are three phases of promotion under the designation of Assistant Professor. In accordance with this structure, the teacher is evaluated on a number of factors in addition to academic performance, such as administrative tasks, work connected to student activities, and other extracurricular activities.

**Non Teaching Staff:**A report of satisfactory service must be provided to every non-teaching staff member prior to promotions or before they are eligible for 10 or 20 year benefits. The Principal and the Governing Body keeps a close eye on their everyday operations. Periodically, the Principal provides performance reports to the Governing Body.

File Description	Documents
Paste link for additional information	<a href="https://panchakotmv.ac.in/index/?pageid=2a4aj91b6f3ake4a5a6a3ale3faale2a4f8f">https://panchakotmv.ac.in/index/?pageid=2a4aj91b6f3ake4a5a6a3ale3faale2a4f8f</a>
Upload any additional information	No File Uploaded

#### 6.4 - Financial Management and Resource Mobilization

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

The institution is committed to resource mobilization and effective fund utilization. Purchase requisitions from departments, the library, and the office are regularly submitted to the Purchase Committee, which evaluates and forwards them to the Finance Committee. All financial decisions rest with the Governing Body, acting upon the Finance Committee's recommendations. The Accountant manages accounts, seeking approval from both the Finance Committee and Governing Body. Additionally, financial recommendations are presented by the Purchase Committee, Teachers' Council, and the IQAC. The college's financial system is fully computerized, enhancing efficiency. Annual audits, conducted by government-appointed auditors, ensure optimal resource utilization.

In tandem with external audits, the institution conducts ongoing internal audits. A systematic process involves initial checks by the Accountant and Bursar, with subsequent approval by the Principal. Major financial decisions are made by the Finance Committee, featuring members from the Governing Body and a Government nominee. This ensures a consistent internal audit mechanism.

As a supporting document, an extract from the audit reports is provided, with the full report available upon request. This underscores the institution's dedication to maintaining a robust financial management system, striving for the utmost resource utilization and accountability.

File Description	Documents
Paste link for additional information	<a href="https://panchakotmv.ac.in/index/pageid/ib0ahblbhg5a0ffb5a6a3ale3faale8ake7f">https://panchakotmv.ac.in/index/pageid/ib0ahblbhg5a0ffb5a6a3ale3faale8ake7f</a>
Upload any additional information	No File Uploaded

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

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

0

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

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

The institution is committed to resource mobilization and effective fund utilization. Purchase requisitions from departments, the library, and the office are regularly submitted to the Purchase Committee, which evaluates and forwards them to the Finance Committee. All financial decisions rest with the Governing Body, acting upon the Finance Committee's recommendations. The Accountant manages accounts, seeking approval from both the Finance Committee and Governing Body. Additionally, financial recommendations are presented by the Purchase Committee, Teachers' Council, and the IQAC. The college's financial system is fully computerized, enhancing efficiency. Annual audits, conducted by government-appointed auditors, ensure optimal resource utilization.

In tandem with external audits, the institution conducts ongoing internal audits. A systematic process involves initial checks by the Accountant and Bursar, with subsequent approval by the Principal. Major financial decisions are made by the Finance Committee, featuring members from the Governing Body and a Government nominee. This ensures a consistent internal audit mechanism.

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File Description	Documents
Paste link for additional information	<a href="https://panchakotmv.ac.in/index/pageid/ib0ahblbhg5a0ffb5a6a3ale3faale8ake7f">https://panchakotmv.ac.in/index/pageid/ib0ahblbhg5a0ffb5a6a3ale3faale8ake7f</a>
Upload any additional information	No File Uploaded

## 6.5 - Internal Quality Assurance System

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

The institution employs a multifaceted approach to enhance student quality, led by the Internal Quality Assurance Cell (IQAC). Strategies include ensuring timely syllabus completion, implementing a scientific routine with dedicated hours for various activities, and crafting an Academic Calendar as a policy guide. The integration of ICT tools, software platforms, and mentor-mentee relationships enhances the teaching-learning process, especially during the COVID lockdown.

To boost student skills, continuous assessments, quiz competitions, and group discussions are utilized, alongside remedial classes for slow learners. Feedback from stakeholders, including students, guardians, alumni, and employers, is actively sought and analyzed for continuous improvement. Student-centric teaching methods, experimental learning, and increased engagement in extension activities contribute to a holistic educational environment.

The institution emphasizes digitization, with smart classrooms, air-conditioned facilities, a computer center, and a cyber zone. Additional measures include the introduction of add-on courses, MOU signings, and various seminars. Recognitions, awards, and

participation in NIRF rankings underscore the commitment to academic excellence, while initiatives like rainwater harvesting, green spaces, and sensitization programs showcase a broader commitment to sustainability and social responsibility. Regular meetings address diverse progress issues, contributing to the institution's overall development.

File Description	Documents
Paste link for additional information	<a href="https://panchakotmv.ac.in/index/pageid/2aeb9bba1f1ajefb5a6a3ale3faa0f0ake0f">https://panchakotmv.ac.in/index/pageid/2aeb9bba1f1ajefb5a6a3ale3faa0f0ake0f</a>
Upload any additional information	No File Uploaded

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

The IQAC ensures the completion of syllabus on time, following academic calendars that are prepared at the beginning of each semester and through a compact routine with the provision of special hour extended academic activities.

ICT tools along with chalk talk method are used for teaching-learning process.

Monitors the Mentor-Mentee relationships.

IQAC records students' progress through continuous assignments, quiz competitions, group discussions, seminar presentations, regular examinations, open book examinations, supply of study materials, e-resources and softwares, and add-on courses.

For slow learners, remedial classes are arranged.

IQAC discuss student's progress and problems in Teachers' Councils as well as in parent-teacher meet.

Feedbacks collected from students, guardians, alumni and employers are analysed to improve academic qualities.

Student centric methods and experimental learnings are adopted.

IQAC ensures that the students are benefited from Smart classrooms, Computer center and Cyber zone.

Signing of MOU and academic linkage with other institutes.

Seminars are arranged to improve the quality of students and teachers.

Teachers and students are awarded for their performances.

To improve the research quality the college publishes an international journal bi-annually.

Monitoring the attainment of CO-s and PO-s of the various departments.

Seminars on mental health, value education and professional ethics.

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

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://panchakotmv.ac.in/">https://panchakotmv.ac.in/</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

**INSTITUTIONAL VALUES AND BEST PRACTICES**



**7.1 - Institutional Values and Social Responsibilities****7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

The co-educational college prioritizes gender equity through IQAC initiatives, hosting seminars and workshops on gender issues, laws against sexual abuse, women's rights, and human rights. Ensuring safety, the college maintains a fully protected campus with 24/7 CCTV surveillance and mandatory ID cards. It enforces a zero-tolerance policy against gender discrimination, ragging, racial issues, and sexual harassment. Initiatives include an Internal Complaints Committee (ICC) and Women Cell & Grievance Redress Cell, addressing grievances through online and offline mechanisms.

The college's anti-ragging committee involves various stakeholders, and counseling services provided by the Students Welfare Committee support students in personal and academic matters. Segregated common rooms, toilets, and a Lady Attendant cater to female students, along with a Sanitary Pad Vending Machine and a well-equipped Day Care Centre for lady teachers and students with children. A dedicated staffroom for lady teachers, scholarships like KANYASHREE, and free self-defense training for girls are additional features. Facilities such as First Aid Box and a Medical Room are optimally utilized by female students and staff. Special policies allocate specific hours and helplines for girls, with special prizes recognizing their achievements, reflecting the institution's commitment to a secure and inclusive academic environment.

File Description	Documents
Annual gender sensitization action plan	<a href="https://www.panchakotmv.ac.in/index/?pageid=fb0agb4a4fjbiek95a6a2a7f0fbake0aje7f">https://www.panchakotmv.ac.in/index/?pageid=fb0agb4a4fjbiek95a6a2a7f0fbake0aje7f</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://www.panchakotmv.ac.in/index/?pageid=gbk9hbbaleib3f5a5a6a2a7f0fba1f3ake2f">https://www.panchakotmv.ac.in/index/?pageid=gbk9hbbaleib3f5a5a6a2a7f0fba1f3ake2f</a>

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

**C. Any 2 of the above**



File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

We have distinct bins for liquid and solid garbage, disposable and non-disposable waste, and biodegradable and non-biodegradable waste. The waste management committee is in charge of maintaining and periodically disposing of waste. The Computer Science department uses the portion of E-waste that can be used in its hardware lab for hardware education.

Hazardous chemicals have their own pit where they are buried.

Organic waste produced on a daily basis at the college is dumped in the pits made on the grounds. The manure produced is utilized for both gardening and animal feeds. Together with the NSS & NCC groups, the waste management and Green audit committee keeps the college campus Plastic Free. Differently colored dustbins are positioned at regular intervals to dispose of the solid trash that is produced every day. The usage of plastic tea cups in the college canteen is strictly prohibited by the college administration. For safe disposal, liquid wastes from several laboratories, including chemistry and botany, are emptied into open drains.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="https://panchakotmv.ac.in/images/uploads/Geo_tagPhotosAQAR-7131711120167-30722332.pdf">https://panchakotmv.ac.in/images/uploads/Geo_tagPhotosAQAR-7131711120167-30722332.pdf</a>
Any other relevant information	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance**

A. Any 4 or all of the above

<b>of water bodies and distribution system in the campus</b>	
File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded
<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <ol style="list-style-type: none"> <li>1. Restricted entry of automobiles</li> <li>2. Use of Bicycles/ Battery powered vehicles</li> <li>3. Pedestrian Friendly pathways</li> <li>4. Ban on use of Plastic</li> <li>5. landscaping with trees and plants</li> </ol>	<b>A. Any 4 or All of the above</b>
File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b>	<b>C. Any 2 of the above</b>
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

<p><b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></p>	<p>C. Any 2 of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

<p>7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).</p>
<p>The institution is actively involved in creating an inclusive campus environment through diverse programs fostering cultural assimilation, linguistic acceptance, and regional harmony, aiming to forge a unified Indian identity. It takes a proactive role in sensitizing students and staff to uphold constitutional values and obligations, ensuring stakeholders are informed about rights, duties, and responsibilities.</p> <p>Programs include 'Matribhasa Divas' celebrating linguistic diversity, Communal Harmony Campaigns, and major festival celebrations. The institution conducts awareness programs on equal opportunity, advocating for education accessibility following government policies. Vigilance Awareness Week focuses on corruption prevention, and campaigns address issues like POCSO, sexual harassment, and gender equity, promoting justice and equality.</p> <p>Observance of international days targets concerns such as child</p>

labor, girl child rights, and human dignity. Voter's Awareness Programs educate students on their rights and responsibilities, utilizing tools like the Voter Helpline App. National Days celebrations instill respect for the nation, and socio-economic initiatives, including medical camps and Covid-19 relief, demonstrate community commitment.

Signboards displaying constitutional features act as reminders for civic and moral duties outlined in the Indian Constitution, fostering a spirit of humanism. The institution's comprehensive approach contributes to an inclusive and harmonious campus environment.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Sensitization of the students and employees of the institution to the constitutional values, rights, duties and responsibilities of citizens gets significant focus in this college via several activities. Value added courses are offered to the students as an Add On certificate course for development of students' moral values. Seminars on Professional Ethics and Right To Information (RTI) are regularly arranged for the staffs and employees of the college. The political science students participate in Youth Parliament Competitions every year, which are organized by the Department of Parliamentary Affairs. On the occasion of observation of the commemorate days, all the students, teaching and non-teaching staffs assemble to pay respect to the nation and pay attention to the special lectures arranged to promote responsibilities and ethical values as dutiful citizens.

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

<p><b>7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized</b></p>	<p>C. Any 2 of the above</p>
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File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

Every year Republic Day(26th January) and Independence Day (15 th August) is observed by all students and staff assemble to pay respect by hoisting the tricolour. All the Departments of the college organises Teachers Day on 5th September every year. National voters day is celebrated every year on 25th January to encourage new voters to participate in the Political process and to make them aware of their Fundamental Right.

The Institution organises Basanto Utsav /Holi Festival each year. The college authority in association with the students organises Saraswati Puja every year where all the students and staff of college participates. The Institute organises "Rakhi Bandhan" utsav to promote brotherhood , protection and fraternity among the students and teachers. The college observes both the birth and death anniversary of Rabindranath Tagore accompanied by informal cultural events in honour of the cultural icons of both Bengal. The college also observes important days connected to the great Indian Personalities like Netaji Subhas Chandra Bose, Mahatma Gandhi, Kazi Najrul Islam, Khuidiram Bose. International Mother Language Day is

celebrated every year on 21 February along with birthday of Shakespeare. The science departments of college observes special occasions like National Science Day, Pi-day, Ramanujan's birthday, world environment day etc.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

### BEST PRACTICE - 1

Acquainting the students on use of National Repository and Open Access Digital Library.

### BEST PRACTICE - 2

Operating a system of one to one teaching during the pandemic period.

PLEASE SEE DETAILS IN THE ATTACHED FILE (due to words restrictions)

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.3 - Institutional Distinctiveness

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

### INSTITUTIONAL DISTINCTIVENESS

As an institution of backward locality, we are committed to the education, empowering and building self-confidence of the lesser

privileged social groups such as the tribal, backward classes, women and other vulnerable sections of the society. With our primary vision is "glow bright and spread light" and keeping in the view that as a very young institution for higher learning, our college is academically oriented and student focused, our college provide aid by waiving the fees of the underachievers and thereby contribute little to the sacred mission and vision of the college. Moreover, we process plenty of scholarships (almost for all students) that are given by Central Govt., State Govt. and private bodies under various schemes. Our college has also been awarded by the Govt. for rightly processing the Govt. scholarships to beneficiaries. We also approach various bodies for funds so that we do not burden the poor students.

The number of such students have increased over time so that we can cater the needs of society to educate the first generation learners. Another aspect of the institution is that our students excel in extra curricular aspects like NCC and sports where their job market value also increased along with academic knowledge level, thus bringing out their talent by providing a platform.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

The following are some of the institution's future plans: 1) Increase computer use in teaching and learning; 2) Increase Wi-Fi bandwidth throughout the campus; 3) Create a central computer hub for teachers and students; 4) Obey COVID regulations after lockdown is lifted; 5) Increase online classes during COVID lockdown; 6) Create an e-library; 7) Increase webinars; 8) Create an advanced learning zone for teachers and advanced learners; 9) Increase benefits for physically handicapped students; 10) Increase the number of restrooms and drinking water outlets for students; and 11) Improve the college's pass-out student record.