YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution   KABI NAZRUL COLLEGE

- Name of the Head of the institution   Dr. Someswar Chatterjee

- Designation   Principal In Charge

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   03465252202

- Mobile No: 8981446589

- Registered e-mail   Iqacknc1986@gmail.com

- Alternate e-mail   someswar_76@yahoo.com

- Address   Village and Post Murarai, Dist Birbhum

- City/Town   Murarai

- State/UT   West Bengal

- Pin Code   731219

2.Institutional status

- Affiliated / Constitution Colleges   Affiliated

- Type of Institution   Co-education

- Location   Rural

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

- Name of the Affiliating University **The University of Burdwan**
- Name of the IQAC Coordinator **Dr. Debadin Bose**
- Phone No. **03465252202**
- Alternate phone No. **03465252202**
- Mobile **7908544018**
- IQAC e-mail address **Iqacknc1986@gmail.com**
- Alternate e-mail address **someswar_76@yahoo.com**

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

http://kabinazrulcollege.ac.in/wp-content/uploads/2024/05/AQAR-Report-2020-21.pdf

4.Whether Academic Calendar prepared during the year?

Yes

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

http://kabinazrulcollege.ac.in/wp-content/uploads/2024/04/Academic-Calender-2021-2022.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.03**	**2009**	**15/06/2009**	**14/06/2014**

6.Date of Establishment of IQAC **07/06/2014**

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

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

8.Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

No File Uploaded

9.No. of IQAC meetings held during the year   `03`

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   `Yes`

- If No, please upload the minutes of the meeting(s) and Action Taken Report   View File

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   `No`

- If yes, mention the amount

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

`• Submission of AISHE for 2021 in due time. • Initiating the process of promotion of faculties under CAS. • Preparation and publication of academic calendar. • Encouraging teachers to involve various methods of online teaching. • Feedback from various stakeholders.`

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
Adoption of innovative teaching methods	**Teachers adopted number of innovative methods for online teaching apart from offline after post pandemic period i.e. Google meet, zoom, YouTube and Whats App. Study materials were provided to the students through email, whats app and Google drives.**
Separate computers for individual departments as per CBCS syllabus	**Separate computers were built up for Department of Chemistry, Zoology, Philosophy, Geography and Commerce.**
Up gradation of ICT facilities.	**Computers and projectors were procured. Internet connectivity was set up, upgraded and extended.**

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body, Kabi Nazrul College	**21/12/2023**

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Name of the Head of the institution	Dr. Someswar Chatterjee
• Designation	Principal In Charge
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• Registered e-mail	Iqacknc1986@gmail.com
• Alternate e-mail	someswar_76@yahoo.com
• Address	Village and Post Murarai, Dist Birbhum
• City/Town	Murarai
• State/UT	West Bengal
• Pin Code	731219
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	Nil

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
• Upload latest notification of formation of IQAC	No File Uploaded	
9.No. of IQAC meetings held during the year	03	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	

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10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**	
• If yes, mention the amount		

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Up gradation of ICT facilities.	Computers and projectors were procured. Internet connectivity was set up, upgraded and extended.

13.Whether the AQAR was placed before statutory body?	**Yes**
• Name of the statutory body	

Name	Date of meeting(s)
Governing Body, Kabi Nazrul College	21/12/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	20/01/2023

15.Multidisciplinary / interdisciplinary

As an affiliated institute of University of Burdwan, the college has very limited scope of curriculum development. However, the university syllabus is designed in a manner so that the students can be equipped with overall knowledge on allied fields apart from core subjects. For example a credit based course on environment studies is compulsory for every student ofscience,arts and commerce core courses. Knowledge of Bengali and Sanskrit literature is given to the English Honours students etc. The college organizes several inter disciplinary seminars throughout the year to enrich the students.

16.Academic bank of credits (ABC):

University of Burdwan, our affiliating university, is yet to start the process.

17.Skill development:

The CBCS includes SEC courses i.e., Skill Enhancement Courses for developing students' skills for subject-related jobs. e.g., courses on Spoken English, Business Communication and Technical English in English Hons and General SEC syllabi. Many courses in Chemistry and Life-Sciences require industry visits and practical studies. Field projects also help in this regard. Besides, the Career counselling cell of the college arranges for different skill-based training programmes (by several agencies and companies) which help the students regarding placements.

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

The Department of Sanskrit is devoted to disseminating knowledge

about the classical heritage of India. Again, the department of Bengali celebrates Matribhasha Divas (International mother language Day) with much fanfare, and also arranges programmes on indigenous musical art-forms such as "Baulgan". The Department of English organizes seminars on Indian aesthetics. The Philosophy department, while offering its elective SEC projects, gives more importance to Indian philosophical systems such as Nyaya, Sankhya etc. The History Department has set up a museum in the college and regularly maintains it with active participation from students.

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

The institute has adopted specific approaches and strategies towards enriching the teaching- learning process with the objective of generating the kind of outcome that given courses are supposed to produce. The Programme outcomes, Program-Specific Outcomes and Course Outcomes are regularly discussed by each department.

20.Distance education/online education:

Even before the pandemic situation, the college had already started the process of online teaching through whatsapp and other platforms. The college website enables the faculty members to take online exams/assingments and to upload study materials (including in video mode). Platforms like Google Meet, Zoom, Google Duo, Whats app are used for taking online classes. Whenever required, the faculty members arrange for online classes for tutorial and doubt-clearing purposes, thus giving greater access to students even beyond office-hours. The students are free to call the teachers for any discussion on academic, spiritual and social issues. Online webinars are organized when speakers are unable to visit physically the college.

Extended Profile

1.Programme

1.1   **274**

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

File Description	Documents
Data Template	No File Uploaded

2.Student

2.1 **3326**

Number of students during the year

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

2.2 **1007**

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

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

2.3 **623**

Number of outgoing/ final year students during the year

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

3.Academic

3.1 **31**

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2 **35**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**274**

File Description	Documents
Data Template	No File Uploaded

2.Student

2.1 Number of students during the year	**3326**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1007**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**623**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**31**

File Description	Documents
Data Template	No File Uploaded

3.2 Number of Sanctioned posts during the year	**35**

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1 Total number of Classrooms and Seminar halls	**23**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**1825365**
4.3 Total number of computers on campus for academic purposes	**35**

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 College is affiliated under The University of Burdwan, and is following the CBCS since 2017-18. The delivery and documentation process of the college is briefly stated below: Maximum number of courses offered by each department. Academic calendar incorporating all the curricular, co-curricular and extra-curricular activities. Synchronized master routines for different courses prepared by the Routine Committee formed by the Teachers' Council. Orientation programmes are arranged for all the newly admitted students at the beginning of the course. Lesson plans prepared by each department. During the pandemic period, special care was taken to reach the students with varied infrastructural facilities and teachers extensively applied ICT and uploaded study materials, provided links to share documents. Allotment of sufficient number of practical classes for the laboratory based subjects by strict following of Covid protocols under monitoring of assigned committee. Laboratories have also been upgraded and modernized with new equipments.

Sufficientnumber of affiliating university prescribed books has been procured.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	**Nil**

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

Academic calendar is published usually at the beginning of each academic session. The calendar presents a comprehensive picture of entire academic activities including co-curricular and extracurricular activities. In academic calendar, tentative dates of Internal Assessments were stated. Process and particular dates of the continuous assessments, however, are determined by the departments. As the college is affiliated under The University of Burdwan, the college follows the academic calendar published by the university. Despite uncertainties in this academic, the academic calendar was published on time in 2021-2022.The conduct of CIE was done according to the academic calendar with fewer modifications.

File Description	Documents
Upload relevant supporting documents	**No File Uploaded**
Link for Additional information	**Nil**

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

D. Any 1 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	**No File Uploaded**
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

10

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)	**No File Uploaded**

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)	**No File Uploaded**

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

Human values, gender, the environment, sustainability, and professional ethics are all covered in the CBCS curricula. Gender studies are included in the curricula of certain humanities and social science courses, but environmental studies is a required course.

These previously listed fields also have an emphasis on human values in their curricula. Professional ethics are upheld by means of a carefully planned system of theoretical and practical instruction, a consistent evaluation schedule, attention to the requirements and input of students, and the student mentoring program.

Aside from that, thirty courses in eleven areas include direct instruction on the aforementioned topics or expert integration of them.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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)	**No File Uploaded**

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

1067

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	**No File Uploaded**

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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	**Nil**

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

1823

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

758

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

The college distinguish the learning level of student through aptest within 2 weeks after commencement of the class. For advanced the measure are adopted as follows-

1. Advanced reference facilities in library (hard copy and e-book, e-journal through N-LIST)

2. Special lectures by eminent speakers.

3.Inspired to participate in various academy competition.

4. Analyticaland subjectivehome assignment

5. Special coaching for higher education

6. Award for best performance and result

For slow learner the measures are adopted as follows-

1. Meeting to point out the area of weakness and to direct the overcome the hurdle.

2. Organised the remedial or tutorial classes.

3. Formation of micro group under leadership of advanced learner in under supervision a teacher.

4. Regular home assignment and discuss the evaluated works with student and fixed they are shortfalls.

5. Monitoring and recording their progress of learning.

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
3326	30

File Description	Documents
Any additional information	No File Uploaded

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

To enhance the learning experience, beyond the traditional method of teaching, some student-centric learning method such as student seminar, workshop, field visit, group discussion, PowerPoint presentation of project work, poster presentation flim show have been adopted. The college provide s following supports to motivate the student to adopt these student-centric method- *Smart classroom *Open access seminar room *Open access library *Facility to download e-resource *Fund for field visit or study tour *Fund for organising workshop and student seminar *Fund for printing and binding *Fund for photography *Fund for necessary materials and refreshment

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

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

To make the teaching learning more attractive and effective the teachers use ICT based method in various way. In classroom teaching -the PowerPoint presentation, animation, Google Earth

(Geography and History) Electronic music system (for drama in literature class) model drawing software (for science subject) have been used extensively. In case home assignment the use of online platform such Google Classroom, Google meet, Google form are very common to each faculty. Some teachers have won YouTube channel for online teaching and e?content. The students and teachers of each department connected through a WhatsApp group which facilitate the student to be well informed about all issues related to teaching- learning, examinations, holidays etc.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

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

2.3.3.1 - Number of mentors

30

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

2.4 - Teacher Profile and Quality

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

30

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	*View File*
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

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

9

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

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

2.4.3.1 - Total experience of full-time teachers

364

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	*View File*

2.5 - Evaluation Process and Reforms

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

As per rules and regulations of affiliated university the college internally assesses each course and marks of that assessment is equivalent to 20% marks of total mark each paper or course. At the beginning of each academic session teachers of every department discuss the various issues of internal assessment such as modes, tentative time, duration, marks distribution etc of internal assessment in details in Students Orientation Programme which is organised by IQAC.

Generally, the modes of internal assessment are Student Seminar, Project work presentation. Viva-voce, Group discussion and written examination. Each and every mode of internal assessment is planed and supervised by a well-structured central examination committee of the college.

The schedule of internal assessment is notified well in advance for wide circulation among the students. Student Seminar, Project work presentation. Viva-voce, Group discussion are held in open classroom and evaluation & award (mark) are made instantly by subject experts. In written examination mode the question papers are kept in safe custody of HOI, to maintain sanctity the teachers of other departments perform the invigilation in examination hall and within seven days the evaluated answer scripts are shown and discussed in classroom.

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

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

There is a well functioning internal examination related grievance counter in our college, monitored by HOI office. After completion of each internal examination a notice is served to the students to submit any complain related internal examination in a plain paper within seven days. At first all grievances are placed in the meeting of central examination committee and after filtering the grievances are forwarded to corresponding department through academic council of the college to take necessary decision and action within twodays. It is found that grievances are very rare, only few prayers are raised which are either related to absence in internal examination or very very poor marks obtained in internal examination. If it is observed

that the cause or compulsion of absence in internal examination or obtained very very poor marks in internal examination is relevant and justified then the prayers of the students are considered and the corresponding department arrange supplementary internal examination in suitable mode within three days.

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

2.6 - Student Performance and Learning Outcomes

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

CO & PO for all Programmes are stated and displayed on college website.Weblink-Programme-Outcomes-and-Course-Outcomes.pdf (kabinazrulcollege.ac.in)

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

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

The college follows the syllabus made by affiliating University for all its subjects. Attainment of PO & CO are evaluated by the following steps- 1. After completion of first internal assessment the academic council review the attainment of PO and CO on the basis ofperformance of student in internal assessment. 2. After completion of each semester the attainment of PO and CO are analysed on the basis of marks obtained by the student in that semester examination. 3. Finally, attainment of PO and co are evaluated by analysing a) results of the student in final semester examination b) number of the pass out student take admission in higher education c) feedback from final pass out student on aspect of teaching learning process of college.

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

2.6.3 - Pass percentage of Students during the year

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

608

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

https://forms.gle/Q44W5t7fzEKUNvjA9

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)	[View File](#)

3.2 - Research Publications and Awards

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

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

9

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

0

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

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

NIL

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

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

3.3.2.1 - Total number of awards and recognition received for extension activities from

Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	**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

4

File Description	Documents
Reports of the event organized	[View File](#)
Any additional information	[View File](#)
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	[View File](#)

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

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

154

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

3.4 - Collaboration

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

0

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

Classrooms: We have 22 classrooms Each classroom can accommodate at least 50 students. Classroom 103 has sitting capacity of 150 students. ICT facility is available in 2 classrooms. These two classrooms are also used as smart classroom, and for the purpose of conference and seminar. They are equipped with Smart Board and wifi.

Laboratories: The College has four (4) laboratories of which 3 are for Department of Zoology, Botany and Chemistry and one for Geography. Each laboratory has one computer for the students and teacher. A separate Computer Lab comprising 10 computers has been set up for the students. All the computers have internet connectivity.

Computing Equipments: College has 35 computers installed in different departments and office areas. There is a smart board in the smart classroom.

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

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

Cultural activities: Cultural activities are part and parcel of our college. Cultural activities are organized in different occasions of state and national importance. Students, teachers and other staff actively participate in these programmes. Every stake holder have full opportunity to show his or her talent in literary and cultural events. The college provides basic music instruments like Harmonium, Tabla etc. An open stage for performance in cultural events has been arranged.

Sports and Games: Department of Physical Education is one of the most sought after courses among the students. The department has initially procured basic sports equipments of approximately Rs 92000from college fund. This year also the department has added some new equipments like Volleyball Net, Cricket bats and footballs and rackets for badminton and TT. Under the able

guidance of two young and energetic teachers students often secure medals in different sports event organized by the university. We have a playground for practice sports and games. College gives opportunity to practice indoor games including Chess, TT and Badminton.

Yoga Centre: Yoga Day is observed each year in grand manner. Students and teachers perform 'asanas' on this day. Physical Education Department has arranged a room for Yoga Centre cum Gymnasium

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

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

3

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

3

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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)

18,25365

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)	**No File Uploaded**

4.2 - Library as a Learning Resource

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

College has a well equipped library. 2021-2022 was very unfortunate for the library because of COVID-19 pandemic. Purchase of documents and subscription of off line journals and magazine was almost stopped. Only Rs. 4890 was spent for books. Fortunately NLIST service was not stopped by INFLIBNET. KOHA ILMS (Version: 21.05.08.000) has been installed for the automation of the day to day library operations in the year 2018. Now it is fully automated. Since then it is in operation.

E-journals, e-books, and databases are accessed through NLIST. Students and faculty members use e-resources off-campus through book and journal databases, e-books and e-journals subscribed through NLIST

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	**Nil**

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

B. Any 3 of the above

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

.10790

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

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

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

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

4.3 - IT Infrastructure

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

The institution is partially Wi-Fi connected. All the important work stations including Principal's chamber, College office, Bursar office, Examination Cell, IQAC office are connected via LAN. Library has broadband as well as Wi-Fi internet system. The College also has one smart classroom, one conference / seminar

room with Smart Board. This year we have added 4 computers in different work stations and bandwidth of internet has been increased to 200 Mbps. All the class rooms allotted for science subjects have computer system for students and teachers. Construction of Language Lab cum Computer Lab is under way.

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

4.3.2 - Number of Computers

35

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	**No File Uploaded**

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	**No File Uploaded**

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)

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)	No File Uploaded

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.

Governing Body allows/approves the fund, thePurchase Sub?Committee follows their specified procedures for purchasing or installing any Governing Body approved items or storing or maintaining any College items.For laboratories, each lab has a faculty in-charge, and anattendant. The lab in-charge is responsible for maintaining and upgrading thelaboratory with necessary equipment and keeping a record of equipment utilization.Libraryismaintained by a librarian and supporting staff, focusing on the availabilityand utilization of instructional material. At the end of the academic year,stock verification is done, and a report is prepared on the utilization ofbooks by students and staff. Procurement of books as per the requirement isinitiated through a library committee following the procurement procedure.Sports complexes, grounds, and equipment are looked after by a sports coordinator who manages the activities and issues equipment to students as perthe schedule. Head of the institute, coordinators,and class faculty also ensure the cleanliness is maintained in the classrooms.IT facilities are maintained by laboratory technicians and systemadministrators. In case of major issues, vendors are hired for maintenance.Plumbing, electrical, drinking water, security, air conditioners, and otherfacilities are maintained by in-house technicians and external agencies.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

332

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

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

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

00

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

C. 2 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 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

E. None of the above

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	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

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

00

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

00

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.

00

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)

Institution maintains a healthy practice of students' engagement in different aspects of its activities. Students elect their own representative through secret ballot on the date resolved by the institutional election commission. Election is heldfollowing the university and government statute. Once election is over, elected representatives elect or select their office bearers. Principal is ex-officio president of the Students Union. The General Secretary of the students union is invited in several committees as members like Governing Body, Academic, IQAC, Purchase, Building, Library, NSS, NCC, Development etc. Their

opinion is given due importance. All important resolutions are conveyed to the Governing Body. Students Representatives play vital role in different occasions. The student union has different office-bearers like Culture, Magazine, Sports and Games, NSS, NCC, Girls' Common Room etc. These office-bearers are taken into the respective committees for better coordination and wide representation and better management. NSS, NCC, Culture, Games and Sports committees largely depend on the active cooperation from the students' representatives. The students' representation is ensured for the democratic management of the institution.

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

2

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
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 Alumini Association is one of the important stakeholders in an educational institute. Kabi Nazrul College is no exception. Though the college has no recognised Alumni Association, the

former students of the college play a part in the overall development of the college. The college maintains regular and sustained relationships with the passed-out students. It is to be noted that some of the departments, viz., the Department of English, the Department of Bengali, the Department of History, and various science departments, connect with the alumni of the concerned departments. The English department has a WhatsApp group named "English Alumni, KNC, Mrr." where all the passed-out students are joined along with the teachers. The teachers maintain regular connections with the students through this WhatsApp group. All the current departmental activities, e-content links, video lectures, updates on seminars and workshops, along with job-oriented advertisements, opportunities for research situations, research projects, current news or opinions, etc. are shared by the teachers of the department in this group, from which alumni students benefit immensely. But it is unfortunate that the college has no regular registered Alumni Association, and its lacuna has deprived the college of any financial or other support services. The college is taking the initiative to form a regular registered Alumni Association that can contribute significantly to the development of the institution through financial and/or other support services.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)   E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Since the College is placed in a rural location (Jharkhand border) and minority dominated area. In this respect the Institution authorities define the vision and mission-

The vision of our college is to adopt various plans and programs in view of the New Education Policy introduce within which is going to be launched by the UGC of the Central Government in the coming days.

Bringing girls back to the mainstream of all backward areas, providing them with holistic development through education, empowering them in the society, to minimize gender sensitivity and gender equity,

To enlighten the people of this area (Minority dominated) with the light of Higher Education

Mission:

In this respect, the college authorities are choosing two ways to move forward - the first is the short term plan, the second is the long term plan. In the short term plan, the teaching-learning process in blended mode education should be taken forward, so that all students have the opportunity to learn. Besides that, in the long term plan, the college authorities are going to take the initiative of introducing vocational courses, as a result of which a student can make himself capable of earning in the future.

File Description	Documents
Paste link for additional information	Nil
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.

The governing principles of the college are democracy, decentralization of power or functions, and participation of all, with the main objective of overall development of the college. The college is mainly governed by two statutory bodies (like Governing Body and Teachers' Council). However, various sub-committees are formed keeping in view the overall development of the institution, and the said sub-committees is approved by the governing body, like the teaching and non-teaching staff of the college participate in the governing body, teaching and non-teaching representatives are also present in the various sub-committees. The Admission Sub-Committee takes

care of all the tasks starting from the admission of the students to the registration etc. Likewise, the Academic Subcommittee deals with everything from formulating routines to solving problems of professors and students.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Our college adopts institutional strategy keeping in mindoverall development, in terms of academics and infrastructural development. The strategic plan is taken into action plan every year. Basically it is accepted by IQAC, considered by theCollege Development Committee, finally approved by the Governing Body. College building construction, reconstruction, purchase ofbooks, classroom extension, purchase of science department equipment, purchase of physical education department instruments or items, how much teaching aids are required for each department, classroom expansion/extension, student toilet bathroom renovation, construction etc. Not only that, every thing in the college is properly maintained, such as library books, generator, electric, solar system energy, college records room, science laboratory etc., strategic plan is taken in each case. Besides, according to the college's action plan, how many ICT or smart classrooms will be created for each department, a strategic plan is taken, in some cases, renovation has to be done, some computers are not working, whether the science laboratory materials are in order, or if they are damaged. Appropriate measures are taken in this strategic plan. IQAC plays an important role in this and records all the information, and always keeps an eye on everything.

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

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

The supreme authority or director of the college is the Governing body, keeping in mind the college is recognized by the UGC under section 2 (f) and 12(b) of the UGC act 1956. The Governing body exercising the power to plan to the principal of the college or to the various sub-committees. The governing body enjoys the ultimate power in the overall development of the college, especially in terms of policies, administrative or appointment etc. as well as in the preparation of various plans for approving. However, the various sub-committees(near about nine) of college by making or accepting various plans or suggestions, or taking various work decisions, the governing body considers or approves the decisions of those sub committees, or in many cases the governing body also has the right to exclude the decisions of the said committees. On the other hand representatives (members) of the teaching and non-teaching staff, and members appointed by the government are members of the Governing body, so decisions are taken democratically.

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

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

The college has well-defined welfare measures for the teaching and non-teaching Staff. 1.Leave (CL,ML,EL, CCL Duty leave) is readily sanctioned to the staff for personal work, attending Refresher Course/ Orientation Program/STC, seminars etc. Faculty members are encouraged for research and publications for their CAS. 2.Dedicated workspaces, separate reading and computer space in the library, Broadband connection 3.Provident fund as per government norms.

4.Separate car, motorcycle, cycle parking for Staff 5.security guards (Agency recruited) ensure security of staff. 6.Sufficient numbers of Water coolers, free wifi connection, use of ICT/LCD/Multimedia 7.Washrooms for staff on all floors, rest room(one) 8.Ex-gratia for casual non-teaching staff from college fund. All casual non-teaching staffs are given with the festival advance, bonuses annually. 9.College provides financial support if anybody(staff) needs in advance. 10. purified and cold drinking water facility. 11. Indoor game facility, 12. Rest room facilities, local hospital if any sickness.

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

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

6.3.2.1 - Number of teachers provided with financial support to attend

conferences/workshops and towards membership fee of professional bodies during the year

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

0

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

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

6

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

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

Institution maintained and followed Performance Appraisal system for teaching staff in the following manner As per the direction of UGC and DPI of Higher Education, Government of West Bengal, the Institution has a performance appraisal system.

1.Teachers have to submit filled-in format for PBAS (Performance Based Appraisal System) to the Principal/TIC. 2. Apart from that, Annual Performa's are submitted by theTeachers to the IQAC which help in collation and cross checkingof the information.

3. Attendance register has columns seekingday to day academic and other activities details duly endorsed by the Principal/TIC. 4. For Career Advancement under CAS, PBAS formats submitted to the Principal at the end of every academic session are forwarded by Principal/ TIC to DPI and the affiliating University of Burdwan after approval by an Internal Quality Assurance Cell (IQAC).

5.The IQAC reviews Administrative and Academic progress so as to review the performance of all the departments and office administration. After the evaluation of the report by the Principal and IQAC, it is communicated to respective department for improving shortcomings.

6. Promotion of any non-teaching staff is determined by the authority strictly adhering to the government rules and regulations

7. Academic Sub-committee may want any data from the faculty members regarding assessment and other relevant academic documents.

Due to lockdown in the wholeof India , the college authorities , faculties could not solve various academics and administrative activities and problems.

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

6.4 - Financial Management and Resource Mobilization

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

Strong machinery for financial transaction have arranged by the institution. 1.The financial audit is done by the state government auditors 2. Government-appointed auditor(appointed by DPI) comes in the institution and does audit every year.

3.Despite college has its own mechanism to cross check the financial activities through several means like finance committee in which government nominated member is included and BURSAR.

4.Internal audits have done by a CA as a continuous basis.

5.Governing Body may inquire any information regarding financial transaction.

6.One member and the Principal/TIC are the signatory of the financial transaction like cheque etc. Due to lockdown in the whole of India , the college authorities , faculties could not solve various academics and administrative activities and problems.

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

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

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

0

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

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

College enhanced its own funds through various ways such as fees from students, Salary grant received from government(state and central). Besides, there is very little contribution from the Govt Institutions(State & Central). For getting or after receiving funds following strategies are taken for the optimal utilization- the institution constructs beneficiary committees in case of building infrastructure. Various sub-committees are taken into confidence for the implementation of the project Institution submits the project proposals before the competent authority after careful considerations(such GB). In addition of above mentioned sources, college gets funds and research grants from funding agencies like UGC and University of Burdwan. College raises funds from the examination and enrolment fees by the partnership with University of Burdwan. Development sub-committee makes a plan to proper utilize the funds and Purchasing Committee takes decision of purchase of capital equipments. Well defined procedure is followed for purchases (follows Tender-quotation procedures). A lot of works has been hampered due to lockdown.

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

6.5 - Internal Quality Assurance System

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

For improving of academic, administrative atmosphere of the institution i.e.,overall development of the students/Institutionat the beginning of every academic year, IQAC takes the each issue seriously. IQAC could not function even if it wanted to, due to lockdown throughout India, the various academic and administrative issues could not solves due to that, even though IQAC tried to do as much as possible through online,IAQC was not the mode to work at that time, though done the following works 1. Year action plan has been taken in the IQAC meeting. 2.Faculties and the students needed to adjust and Orientation Programme have arranged with the new ambience and new students. 3. To mitigate the problems due to shortage of support staff has been discussed in the meeting.

4. Renovation of laboratories.

5. Establishment of ICT enabled Class Room.

6. To frame new Master Routine(s) for different Department(for online)s and newly introduced CBCS Course and Curriculum.6. To procure books, equipments and chemicals.

7. To proceed for Feedback analysis. 8.It is also to say that In the IQAC meetings Quality assurance strategies and best practices to be institutionalized are discussed and decisions taken for the staff by the Principal/TIC.

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

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

Our college always reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC.

1.Teaching departments compel to implement the curriculum designed by Burdwan University, so that IQAC always supervise and control the teaching learning process, and others activities and any kind of problems arises.

2. IQAC supervises all faculties to complete the syllabus.

3. IQAC gives directions to every department to distribute syllabus among the students before the starting of any semester.

4. IQAC interrogates every departments to prepare their departmental programme, annual academic plans, tentative programmes, as internal class tests, Quiz's, project, student seminars, presentation, project, special lectures, state or national, international seminars/webinars.

5.The main focus of the IQAC of this college is the all round development of ourstudents through strong support base academic activities.

6. Due to lockdown (COVID-19 situation), all classes, examinations, or all activities have arranged through online mode, few works have done by off line. Due to the said lockdown, every staffs excellent counseled to the students.

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)

C. Any 2 of the above

Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

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

On a regular basis the college sensitizes teachers,non-teachingstaffs and studentsabout gender-issues through various awareness activities.The programmes helpto instill knowledge of ethics,equality,and harmony among all.The college has security guards at the gateto help in proper surveillance.Various institutional committeessuch as Grievance Redressal,Ethics, Students Welfare,and Anti?Raggingcommitteesareconstituted to imbed basic human values in students.The psychological counsellingby college teachers to the students and staff help them overcome stress and make them come back to normal daily activities. English, Philosophy, Political Science and History having topics that are devoted to gender study.Participation of students and staff in Seminars/online lectures/workshops on the topics related to Values and Ethics conducted in-house or participation outside the institute help them in overcoming gender bias and promote responsibility towards the society. The role of NSS and NCC equally help in uplifting the moral of students towards social responsibilities. Separate common room facilities for both male and female students also helped them in overall development.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
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

Solid waste management: The majority of biodegradable wastes are made into compost by themethod of traditionalcomposting within the campus. Incineration is avoided completely to reduce the increase in carbon dioxide to the atmosphere. Dry fallen leaves from trees on the campus are utilised for lowland fillings and composting.

Liquid waste management: The liquid wastes are collected in proper containers for safe disposal, keeping in mind the environment's safety.waste management: E-wastes(damaged/nonfunctionaldesktops, CPUs, UPS, mouse,etc)arecollected and subjected to safe disposal by authorised agents.

Biomedical waste management: Hazardous chemicals, old microbial cultures, nutrient medium and other biological wastesof laboratories are cautiouslymaintained for safe disposal. The microbial wastes are destroyed by autoclave for safe disposal to

the environment.Hazardous chemicalsand reagents are disposed of as per guidelines.

Waste recycling system: The used papers generated are given to authorized agents which gives us recycled products made from used papers in return.Products like paper cups, plates, etc., are used in our various programs. Glass items like beakers, tubes, petri plates, etc., are used and reused most of the time. We avoid plastic wares in the labs.

Hazardous chemicals and radioactive waste management: In our institute, the least amount of hazardous chemicals isgenerated. Radioactive substances are not used in any research works.The lab's chemicals are handled properly to ensure their safe disposal. The hazardous wastes are detoxified by chemically by the process of neutralization/precipitation/ion exchange/reduction/oxidation and thereafter safe disposal or storage for future use.

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

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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for

B. Any 3 of the above

greening the campus are as follows:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized

C. Any 2 of the above

equipment   5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Our college is a centre of academic and extracurricular activities in the Birbhum district of West Bengal. Sincereeffortsare being made to rendercomprehensive campus surroundings, includingtolerance and harmony towards cultural, regional, linguistic, communal socioeconomic,and other diversitiesto the staff and students.The programmes organised by the NCC and NSS cadets on important days of thecalendar (Rabindra Jayanti (8th/9th May); Mother Tongue Day; World Theatre Day, etc.…)every year enhance our student'stolerance and regard for different cultures and languages. The Backward Class and Minority Cell has been working actively to guidethe SC, ST, and OBCstudents in managing their various issues accordingto the directives given by the Central /State Governments.NSS volunteers visit nearbyvillagesaccompanied by teachers to donate old clothes and to sensitize the slum dwellers about social issues. Introducing 'humanity' as religion in the admission form was another bold step the college took,which was highly appreciated by the education fraternity.All religious festivals (Ramzan, Eid, Diwali, Dussehra, Holi, etc) celebrate happiness and harmony. Linguistic diversity is imparted by a plethora of departments like Bengali, Sanskrit and English in our college. Domestic violence and anti-dowryhave a negative impact on society, and to minimize such practices, public consciousness on socio-economic issues is raisedby various activities by our students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

Kabi Nazrul College in Murarai is the only general college UG high in Murarai block I and II, imparting standard education among the rural population with a holistic approach. The university syllabus is designed to help students about constitutional obligations- values, rights, duties and responsibilities of able citizens. The activities being conducted by the College to Sensitize students and employees of the Institution to the constitutional obligations. Students are involved in many social activities befitting their social responsibilities, like the adoption of a nearby slum, distribution of old clothes, awareness programs, and Human Rights Cell-…. The online application form for admission since 2019 has started an option to choose 'Humanism' as a religion among others. Different programs are arranged throughout the year, like Bethune Day, Independence Day, Teachers' Day, Republic Day, International Mother Language Day, Rabindra Jayanti etc., to inculcate Universal Values.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes   **A. All of the above**

for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	**No File Uploaded**
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

Kabi NazrulCollegeorganizes nearly all national and internationalcommemorative daysoncampus with great zeal.Festivalsof all religions are organized to maintain religious harmony among the students and staff.Thecadets of NCCactively participate in the drill and march past. Republic DayandIndependence Dayevery year. A tree plantation is organized onvarious occasions. WorldEnvironment/Earth Day, World Wildlife Day and like are commemorated through seminars, exhibitions, andphotography contests. Seminars, special lectures, exhibitions, cultural functions, and Inter/intra-college competitions are organized.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

FILE UPLOADED

File Description	Documents
Best practices in the Institutional web site	[View File](#)
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

1. Kabi NazrulCollege's holistic approach to imparting education and personality development to its students coming from diverse backgrounds is a landmark at Murarai blocks in theBirbhum district of West Bengal. Smart Class, Rooms,ICT-based lectures and a library with manybooks help improve learning. Programmes on commemorative days, events and festivalsthroughout the years engage students withpositive vibes. Several scholarships/endowments from government and non-government are available for students. The NCC and NSS cadets, under the leadership of the nodal officer, undergo vigorous training and regular drills and participatein various awareness that help in the enlistment of the society particularly the minority communities.

2. The college aims for enlistment of rural society and women can be the front runner through education. The institution has made a noteworthy progress by empowering rural women into higher education where …. women students from rural background contribute to the total strength. Scholarship for Women by various government schemes encourages women to pursue higher education. Exclusive Hostel Facilities for women enables students from distant rural areas to pursue education. Regular mentoring and Counselling help students overcome barriers and to thus they stay motivated. Anti-Sexual Harassment Cell ensures safe environment for the students.

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 College is affiliated under The University of Burdwan, and is following the CBCS since 2017-18. The delivery and documentation process of the college is briefly stated below: Maximum number of courses offered by each department. Academic calendar incorporating all the curricular, co-curricular and extra-curricular activities. Synchronized master routines for different courses prepared by the Routine Committee formed by the Teachers' Council. Orientation programmes are arranged for all the newly admitted students at the beginning of the course. Lesson plans prepared by each department. During the pandemic period, special care was taken to reach the students with varied infrastructural facilities and teachers extensively applied ICT and uploaded study materials, provided links to share documents. Allotment of sufficient number of practical classes for the laboratory based subjects by strict following of Covid protocols under monitoring of assigned committee. Laboratories have also been upgraded and modernized with new equipments. Sufficientnumber of affiliating university prescribed books has been procured.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

Academic calendar is published usually at the beginning of each academic session. The calendar presents a comprehensive picture of entire academic activities including co-curricular and extracurricular activities. In academic calendar, tentative dates of Internal Assessments were stated. Process and particular dates of the continuous assessments, however, are determined by the departments. As the college is affiliated under The University of Burdwan, the college

follows the academic calendar published by the university.
Despite uncertainties in this academic, the academic calendar
was published on time in 2021-2022.The conduct of CIE was
done according to the academic calendar with fewer
modifications.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

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

D. Any 1 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
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

10

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)	**No File Uploaded**

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)	**No File Uploaded**

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

0

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

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

Human values, gender, the environment, sustainability, and

professional ethics are all covered in the CBCS curricula.
Gender studies are included in the curricula of certain
humanities and social science courses, but environmental
studies is a required course.

These previously listed fields also have an emphasis on human
values in their curricula. Professional ethics are upheld by
means of a carefully planned system of theoretical and
practical instruction, a consistent evaluation schedule,
attention to the requirements and input of students, and the
student mentoring program.

Aside from that, thirty courses in eleven areas include
direct instruction on the aforementioned topics or expert
integration of them.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	**No File Uploaded**

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)	**No File Uploaded**

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

1067

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**D. Any 1 of the above**

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	**Nil**

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

1823

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

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

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

758

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

The college distinguish the learning level of student through aptest within 2 weeks after commencement of the class. For advanced the measure are adopted as follows-

1. Advanced reference facilities in library (hard copy and e-book, e-journal through N-LIST)

2. Special lectures by eminent speakers.

3.Inspired to participate in various academy competition.

4. Analyticaland subjectivehome assignment

5. Special coaching for higher education

6. Award for best performance and result

For slow learner the measures are adopted as follows-

1. Meeting to point out the area of weakness and to direct the overcome the hurdle.

2. Organised the remedial or tutorial classes.

3. Formation of micro group under leadership of advanced learner in under supervision a teacher.

4. Regular home assignment and discuss the evaluated works with student and fixed they are shortfalls.

5. Monitoring and recording their progress of learning.

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
3326	**30**

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

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

To enhance the learning experience, beyond the traditional method of teaching, some student-centric learning method such as student seminar, workshop, field visit, group discussion, PowerPoint presentation of project work, poster presentation flim show have been adopted. The college provide s following supports to motivate the student to adopt these student-centric method- *Smart classroom *Open access seminar room *Open access library *Facility to download e-resource *Fund for field visit or study tour *Fund for organising workshop and student seminar *Fund for printing and binding *Fund for photography *Fund for necessary materials and refreshment

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

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

To make the teaching learning more attractive and effective the teachers use ICT based method in various way. In classroom teaching -the PowerPoint presentation, animation,

Google Earth (Geography and History) Electronic music system (for drama in literature class) model drawing software (for science subject) have been used extensively. In case home assignment the use of online platform such Google Classroom, Google meet, Google form are very common to each faculty. Some teachers have won YouTube channel for online teaching and e?content. The students and teachers of each department connected through a WhatsApp group which facilitate the student to be well informed about all issues related to teaching- learning, examinations, holidays etc.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

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

2.3.3.1 - Number of mentors

30

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

2.4 - Teacher Profile and Quality

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

30

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

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

9

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

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

2.4.3.1 - Total experience of full-time teachers

364

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

As per rules and regulations of affiliated university the college internally assesses each course and marks of that assessment is equivalent to 20% marks of total mark each paper or course. At the beginning of each academic session teachers of every department discuss the various issues of internal assessment such as modes, tentative time, duration, marks distribution etc of internal assessment in details in Students Orientation Programme which is organised by IQAC.

Generally, the modes of internal assessment are Student Seminar, Project work presentation. Viva-voce, Group discussion and written examination. Each and every mode of internal assessment is planed and supervised by a well-structured central examination committee of the college.

The schedule of internal assessment is notified well in advance for wide circulation among the students. Student Seminar, Project work presentation. Viva-voce, Group discussion are held in open classroom and evaluation & award (mark) are made instantly by subject experts. In written examination mode the question papers are kept in safe custody of HOI, to maintain sanctity the teachers of other departments perform the invigilation in examination hall and within seven days the evaluated answer scripts are shown and discussed in classroom.

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

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

There is a well functioning internal examination related grievance counter in our college, monitored by HOI office. After completion of each internal examination a notice is served to the students to submit any complain related internal examination in a plain paper within seven days. At first all grievances are placed in the meeting of central examination committee and after filtering the grievances are forwarded to corresponding department through academic council of the college to take necessary decision and action within twodays. It is found that grievances are very rare, only few prayers are raised which are either related to

absence in internal examination or very very poor marks obtained in internal examination. If it is observed that the cause or compulsion of absence in internal examination or obtained very very poor marks in internal examination is relevant and justified then the prayers of the students are considered and the corresponding department arrange supplementary internal examination in suitable mode within three days.

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

2.6 - Student Performance and Learning Outcomes

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

CO & PO for all Programmes are stated and displayed on college website.Weblink-Programme-Outcomes-and-Course-Outcomes.pdf (kabinazrulcollege.ac.in)

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

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

The college follows the syllabus made by affiliating University for all its subjects. Attainment of PO & CO are evaluated by the following steps- 1. After completion of first internal assessment the academic council review the attainment of PO and CO on the basis ofperformance of student in internal assessment. 2. After completion of each semester the attainment of PO and CO are analysed on the basis of marks obtained by the student in that semester examination. 3. Finally, attainment of PO and co are evaluated by analysing a) results of the student in final semester examination b) number of the pass out student take admission

`in higher education c) feedback from final pass out student`
`on aspect of teaching learning process of college.`

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

2.6.3 - Pass percentage of Students during the year

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

608

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

https://forms.gle/Q44W5t7fzEKUNvjA9

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)	View File

3.2 - Research Publications and Awards

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

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

9

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

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

0

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

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

NIL

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

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	**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

4

File Description	Documents
Reports of the event organized	[View File](#)
Any additional information	[View File](#)
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	[View File](#)

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

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

154

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

3.4 - Collaboration

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

0

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

Classrooms: We have 22 classrooms Each classroom can accommodate at least 50 students. Classroom 103 has sitting capacity of 150 students. ICT facility is available in 2 classrooms. These two classrooms are also used as smart classroom, and for the purpose of conference and seminar. They are equipped with Smart Board and wifi.

Laboratories: The College has four (4) laboratories of which 3 are for Department of Zoology, Botany and Chemistry and one for Geography. Each laboratory has one computer for the students and teacher. A separate Computer Lab comprising 10 computers has been set up for the students. All the computers have internet connectivity.

Computing Equipments: College has 35 computers installed in different departments and office areas. There is a smart board in the smart classroom.

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

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

Cultural activities: Cultural activities are part and parcel of our college. Cultural activities are organized in different occasions of state and national importance. Students, teachers and other staff actively participate in these programmes. Every stake holder have full opportunity to show his or her talent in literary and cultural events. The college provides basic music instruments like Harmonium, Tabla etc. An open stage for performance in cultural events has been arranged.

Sports and Games: Department of Physical Education is one of the most sought after courses among the students. The department has initially procured basic sports equipments of approximately Rs 92000from college fund. This year also the

department has added some new equipments like Volleyball Net, Cricket bats and footballs and rackets for badminton and TT. Under the able guidance of two young and energetic teachers students often secure medals in different sports event organized by the university. We have a playground for practice sports and games. College gives opportunity to practice indoor games including Chess, TT and Badminton.

Yoga Centre: Yoga Day is observed each year in grand manner. Students and teachers perform 'asanas' on this day. Physical Education Department has arranged a room for Yoga Centre cum Gymnasium

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

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

3

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

3

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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)

18,25365

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)	No File Uploaded

4.2 - Library as a Learning Resource

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

College has a well equipped library. 2021-2022 was very unfortunate for the library because of COVID-19 pandemic. Purchase of documents and subscription of off line journals and magazine was almost stopped. Only Rs. 4890 was spent for books. Fortunately NLIST service was not stopped by INFLIBNET. KOHA ILMS (Version: 21.05.08.000) has been installed for the automation of the day to day library operations in the year 2018. Now it is fully automated. Since then it is in operation.

E-journals, e-books, and databases are accessed through NLIST. Students and faculty members use e-resources off-campus through book and journal databases, e-books and e-journals subscribed through NLIST

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	B. Any 3 of the above

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

.10790

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

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

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

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

The institution is partially Wi-Fi connected. All the important work stations including Principal's chamber, College office, Bursar office, Examination Cell, IQAC office

are connected via LAN. Library has broadband as well as Wi-Fi internet system. The College also has one smart classroom, one conference / seminar room with Smart Board. This year we have added 4 computers in different work stations and bandwidth of internet has been increased to 200 Mbps. All the class rooms allotted for science subjects have computer system for students and teachers. Construction of Language Lab cum Computer Lab is under way.

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

4.3.2 - Number of Computers

35

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

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	No File Uploaded

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)

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)	**No File Uploaded**

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.

Governing Body allows/approves the fund, thePurchase Sub?Committee follows their specified procedures for purchasing or installing any Governing Body approved items or storing or maintaining any College items.For laboratories, each lab has a faculty in-charge, and anattendant. The lab in-charge is responsible for maintaining and upgrading thelaboratory with necessary equipment and keeping a record of equipment utilization.Libraryismaintained by a librarian and supporting staff, focusing on the availabilityand utilization of instructional material. At the end of the academic year,stock verification is done, and a report is prepared on the utilization ofbooks by students and staff. Procurement of books as per the requirement isinitiated through a library committee following the procurement procedure.Sports complexes, grounds, and equipment are looked after by a sports coordinator who manages the activities and issues equipment to students as perthe schedule. Head of the institute, coordinators,and class faculty also ensure the cleanliness is maintained in the classrooms.IT facilities are maintained by laboratory technicians and systemadministrators. In case of major issues, vendors are hired for maintenance.Plumbing, electrical, drinking water, security, air conditioners, and otherfacilities are maintained by in-house technicians and external agencies.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

332

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

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

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

00

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	C. 2 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 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	E. None of the above

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	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

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

00

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

00

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.

00

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)

Institution maintains a healthy practice of students' engagement in different aspects of its activities. Students elect their own representative through secret ballot on the date resolved by the institutional election commission. Election is heldfollowing the university and government statute. Once election is over, elected representatives elect or select their office bearers. Principal is ex-officio president of the Students Union. The General Secretary of the students union is invited in several committees as members

like Governing Body, Academic, IQAC, Purchase, Building, Library, NSS, NCC, Development etc. Their opinion is given due importance. All important resolutions are conveyed to the Governing Body. Students Representatives play vital role in different occasions. The student union has different office-bearers like Culture, Magazine, Sports and Games, NSS, NCC, Girls' Common Room etc. These office-bearers are taken into the respective committees for better coordination and wide representation and better management. NSS, NCC, Culture, Games and Sports committees largely depend on the active cooperation from the students' representatives. The students' representation is ensured for the democratic management of the institution.

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

2

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
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 Alumini Association is one of the important stakeholders

in an educational institute. Kabi Nazrul College is no exception. Though the college has no recognised Alumni Association, the former students of the college play a part in the overall development of the college. The college maintains regular and sustained relationships with the passed-out students. It is to be noted that some of the departments, viz., the Department of English, the Department of Bengali, the Department of History, and various science departments, connect with the alumni of the concerned departments. The English department has a WhatsApp group named "English Alumni, KNC, Mrr." where all the passed-out students are joined along with the teachers. The teachers maintain regular connections with the students through this WhatsApp group. All the current departmental activities, e-content links, video lectures, updates on seminars and workshops, along with job-oriented advertisements, opportunities for research situations, research projects, current news or opinions, etc. are shared by the teachers of the department in this group, from which alumni students benefit immensely. But it is unfortunate that the college has no regular registered Alumni Association, and its lacuna has deprived the college of any financial or other support services. The college is taking the initiative to form a regular registered Alumni Association that can contribute significantly to the development of the institution through financial and/or other support services.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs) | E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

mission of the institution

Since the College is placed in a rural location (Jharkhand border) and minority dominated area. In this respect the Institution authorities define the vision and mission-

The vision of our college is to adopt various plans and programs in view of the New Education Policy introduce within which is going to be launched by the UGC of the Central Government in the coming days.

Bringing girls back to the mainstream of all backward areas, providing them with holistic development through education, empowering them in the society, to minimize gender sensitivity and gender equity,

To enlighten the people of this area (Minority dominated) with the light of Higher Education

Mission:

In this respect, the college authorities are choosing two ways to move forward - the first is the short term plan, the second is the long term plan. In the short term plan, the teaching-learning process in blended mode education should be taken forward, so that all students have the opportunity to learn. Besides that, in the long term plan, the college authorities are going to take the initiative of introducing vocational courses, as a result of which a student can make himself capable of earning in the future.

File Description	Documents
Paste link for additional information	Nil
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.

The governing principles of the college are democracy, decentralization of power or functions, and participation of all, with the main objective of overall development of the college. The college is mainly governed by two statutory bodies (like Governing Body and Teachers' Council). However, various sub-committees are formed keeping in view the overall

development of the institution, and the said sub-committees is approved by the governing body, like the teaching and non-teaching staff of the college participate in the governing body, teaching and non-teaching representatives are also present in the various sub-committees. The Admission Sub-Committee takes care of all the tasks starting from the admission of the students to the registration etc. Likewise, the Academic Subcommittee deals with everything from formulating routines to solving problems of professors and students.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Our college adopts institutional strategy keeping in mindoverall development, in terms of academics and infrastructural development. The strategic plan is taken into action plan every year. Basically it is accepted by IQAC, considered by theCollege Development Committee, finally approved by the Governing Body. College building construction, reconstruction, purchase ofbooks, classroom extension, purchase of science department equipment, purchase of physical education department instruments or items, how much teaching aids are required for each department, classroom expansion/extension, student toilet bathroom renovation, construction etc. Not only that, every thing in the college is properly maintained, such as library books, generator, electric, solar system energy, college records room, science laboratory etc., strategic plan is taken in each case. Besides, according to the college's action plan, how many ICT or smart classrooms will be created for each department, a strategic plan is taken, in some cases, renovation has to be done, some computers are not working, whether the science laboratory materials are in order, or if they are damaged. Appropriate measures are taken in this strategic plan. IQAC plays an important role in this and records all the information, and always keeps an eye on everything.

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

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

The supreme authority or director of the college is the Governing body, keeping in mind the college is recognized by the UGC under section 2 (f) and 12(b) of the UGC act 1956. The Governing body exercising the power to plan to the principal of the college or to the various sub-committees. The governing body enjoys the ultimate power in the overall development of the college, especially in terms of policies, administrative or appointment etc. as well as in the preparation of various plans for approving. However, the various sub-committees(near about nine) of college by making or accepting various plans or suggestions, or taking various work decisions, the governing body considers or approves the decisions of those sub committees, or in many cases the governing body also has the right to exclude the decisions of the said committees. On the other hand representatives (members) of the teaching and non-teaching staff, and members appointed by the government are members of the Governing body, so decisions are taken democratically.

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

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

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

The college has well-defined welfare measures for the teaching and non-teaching Staff. 1.Leave (CL,ML,EL, CCL Duty leave) is readily sanctioned to the staff for personal work, attending Refresher Course/ Orientation Program/STC, seminars etc. Faculty members are encouraged for research and publications for their CAS. 2.Dedicated workspaces, separate reading and computer space in the library, Broadband connection 3.Provident fund as per government norms.

4.Separate car, motorcycle, cycle parking for Staff 5.security guards (Agency recruited) ensure security of staff. 6.Sufficient numbers of Water coolers, free wifi connection, use of ICT/LCD/Multimedia 7.Washrooms for staff on all floors, rest room(one) 8.Ex-gratia for casual non-teaching staff from college fund. All casual non-teaching staffs are given with the festival advance, bonuses annually. 9.College provides financial support if anybody(staff) needs in advance. 10. purified and cold drinking water facility. 11. Indoor game facility, 12. Rest room facilities, local hospital if any sickness.

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

6.3.2 - Number of teachers provided with financial support to attend conferences/

workshops and towards membership fee of professional bodies during the year

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

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

0

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

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

6

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

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

Institution maintained and followed Performance Appraisal system for teaching staff in the following manner As per the direction of UGC and DPI of Higher Education, Government of West Bengal, the Institution has a performance appraisal system.

1.Teachers have to submit filled-in format for PBAS (Performance Based Appraisal System) to the Principal/TIC. 2. Apart from that, Annual Performa's are submitted by theTeachers to the IQAC which help in collation and cross checkingof the information.

3. Attendance register has columns seekingday to day academic and other activities details duly endorsed by the Principal/TIC. 4. For Career Advancement under CAS, PBAS formats submitted to the Principal at the end of every academic session are forwarded by Principal/ TIC to DPI and the affiliating University of Burdwan after approval by an Internal Quality Assurance Cell (IQAC).

5.The IQAC reviews Administrative and Academic progress so as to review the performance of all the departments and office administration. After the evaluation of the report by the Principal and IQAC, it is communicated to respective

department for improving shortcomings.

6. Promotion of any non-teaching staff is determined by the authority strictly adhering to the government rules and regulations

7. Academic Sub-committee may want any data from the faculty members regarding assessment and other relevant academic documents.

Due to lockdown in the wholeof India , the college authorities , faculties could not solve various academics and administrative activities and problems.

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

6.4 - Financial Management and Resource Mobilization

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

Strong machinery for financial transaction have arranged by the institution. 1.The financial audit is done by the state government auditors 2. Government-appointed auditor(appointed by DPI) comes in the institution and does audit every year.

3.Despite college has its own mechanism to cross check the financial activities through several means like finance committee in which government nominated member is included and BURSAR.

4.Internal audits have done by a CA as a continuous basis.

5.Governing Body may inquire any information regarding financial transaction.

6.One member and the Principal/TIC are the signatory of the financial transaction like cheque etc. Due to lockdown in the whole of India , the college authorities , faculties could not solve various academics and administrative activities and problems.

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

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

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

0

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

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

College enhanced its own funds through various ways such as fees from students, Salary grant received from government(state and central). Besides, there is very little contribution from the Govt Institutions(State & Central). For getting or after receiving funds following strategies are taken for the optimal utilization- the institution constructs beneficiary committees in case of building infrastructure. Various sub-committees are taken into confidence for the implementation of the project Institution submits the project proposals before the competent authority after careful considerations(such GB). In addition of above mentioned sources, college gets funds and research grants from funding agencies like UGC and University of Burdwan. College raises funds from the examination and enrolment fees by the partnership with University of Burdwan. Development sub-committee makes a plan to proper utilize the funds and

Purchasing Committee takes decision of purchase of capital equipments. Well defined procedure is followed for purchases (follows Tender-quotation procedures). A lot of works has been hampered due to lockdown.

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

6.5 - Internal Quality Assurance System

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

For improving of academic, administrative atmosphere of the institution i.e.,overall development of the students/Institutionat the beginning of every academic year, IQAC takes the each issue seriously. IQAC could not function even if it wanted to, due to lockdown throughout India, the various academic and administrative issues could not solves due to that, even though IQAC tried to do as much as possible through online,IAQC was not the mode to work at that time, though done the following works 1. Year action plan has been taken in the IQAC meeting. 2.Faculties and the students needed to adjust and Orientation Programme have arranged with the new ambience and new students. 3. To mitigate the problems due to shortage of support staff has been discussed in the meeting.

4. Renovation of laboratories.

5. Establishment of ICT enabled Class Room.

6. To frame new Master Routine(s) for different Department(for online)s and newly introduced CBCS Course and Curriculum.6. To procure books, equipments and chemicals.

7. To proceed for Feedback analysis. 8.It is also to say that In the IQAC meetings Quality assurance strategies and best practices to be institutionalized are discussed and decisions taken for the staff by the Principal/TIC.

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

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

Our college always reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC.

1.Teaching departments compel to implement the curriculum designed by Burdwan University, so that IQAC always supervise and control the teaching learning process, and others activities and any kind of problems arises.

2. IQAC supervises all faculties to complete the syllabus.

3. IQAC gives directions to every department to distribute syllabus among the students before the starting of any semester.

4. IQAC interrogates every departments to prepare their departmental programme, annual academic plans, tentative programmes, as internal class tests, Quiz's, project, student seminars, presentation, project, special lectures, state or national, international seminars/webinars.

5.The main focus of the IQAC of this college is the all round development of ourstudents through strong support base academic activities.

6. Due to lockdown (COVID-19 situation), all classes, examinations, or all activities have arranged through online mode, few works have done by off line. Due to the said lockdown, every staffs excellent counseled to the students.

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)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

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

On a regular basis the college sensitizes teachers,non-teachingstaffs and studentsabout gender-issues through various awareness activities.The programmes helpto instill knowledge of ethics,equality,and harmony among all.The college has security guards at the gateto help in proper surveillance.Various institutional committeessuch as Grievance Redressal,Ethics, Students Welfare,and Anti?Raggingcommitteesareconstituted to imbed basic human

values in students.The psychological counsellingby college teachers to the students and staff help them overcome stress and make them come back to normal daily activities. English, Philosophy, Political Science and History having topics that are devoted to gender study.Participation of students and staff in Seminars/online lectures/workshops on the topics related to Values and Ethics conducted in-house or participation outside the institute help them in overcoming gender bias and promote responsibility towards the society. The role of NSS and NCC equally help in uplifting the moral of students towards social responsibilities. Separate common room facilities for both male and female students also helped them in overall development.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
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

Solid waste management: The majority of biodegradable wastes are made into compost by themethod of traditionalcomposting

within the campus. Incineration is avoided completely to reduce the increase in carbon dioxide to the atmosphere. Dry fallen leaves from trees on the campus are utilised for lowland fillings and composting.

Liquid waste management: The liquid wastes are collected in proper containers for safe disposal, keeping in mind the environment's safety.waste management: E-wastes(damaged/nonfunctionaldesktops, CPUs, UPS, mouse,etc)arecollected and subjected to safe disposal by authorised agents.

Biomedical waste management: Hazardous chemicals, old microbial cultures, nutrient medium and other biological wastesof laboratories are cautiouslymaintained for safe disposal. The microbial wastes are destroyed by autoclave for safe disposal to the environment.Hazardous chemicalsand reagents are disposed of as per guidelines.

Waste recycling system: The used papers generated are given to authorized agents which gives us recycled products made from used papers in return.Products like paper cups, plates, etc., are used in our various programs. Glass items like beakers, tubes, petri plates, etc., are used and reused most of the time. We avoid plastic wares in the labs.

Hazardous chemicals and radioactive waste management: In our institute, the least amount of hazardous chemicals isgenerated. Radioactive substances are not used in any research works.The lab's chemicals are handled properly to ensure their safe disposal. The hazardous wastes are detoxified by chemically by the process of neutralization/precipitation/ion exchange/reduction/oxidation and thereafter safe disposal or storage for future use.

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

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

`B. Any 3 of the above`

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

7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

`B. Any 3 of the above`

File Description	Documents
Geo tagged photos / videos of the facilities	`No File Uploaded`
Any other relevant documents	`No File Uploaded`

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit   3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

`B. Any 3 of the above`

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Our college is a centre of academic and extracurricular

activities in the Birbhum district of West Bengal. Sincereeffortsare being made to rendercomprehensive campus surroundings, includingtolerance and harmony towards cultural, regional, linguistic, communal socioeconomic,and other diversitiesto the staff and students.The programmes organised by the NCC and NSS cadets on important days of thecalendar (Rabindra Jayanti (8th/9th May); Mother Tongue Day; World Theatre Day, etc.…)every year enhance our student'stolerance and regard for different cultures and languages. The Backward Class and Minority Cell has been working actively to guidethe SC, ST, and OBCstudents in managing their various issues accordingto the directives given by the Central /State Governments.NSS volunteers visit nearbyvillagesaccompanied by teachers to donate old clothes and to sensitize the slum dwellers about social issues. Introducing 'humanity' as religion in the admission form was another bold step the college took,which was highly appreciated by the education fraternity.All religious festivals (Ramzan, Eid, Diwali, Dussehra, Holi, etc) celebrate happiness and harmony. Linguistic diversity is imparted by a plethora of departments like Bengali, Sanskrit and English in our college. Domestic violence and anti-dowryhave a negative impact on society, and to minimize such practices, public consciousness on socio-economic issues is raisedby various activities by our students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

Kabi Nazrul College in Murarai is the only general college UG high in Murarai block I and II, imparting standard education among the rural population with a holistic approach. The university syllabus is designed to help students about constitutional obligations- values, rights, duties and responsibilities of able citizens. The activities being conducted by the College to Sensitize students and employees of the Institution to the constitutional obligations.

Students are involved in many social activities befitting their social responsibilities, like the adoption of a nearby slum, distribution of old clothes, awareness programs, and Human Rights Cell-…. The online application form for admission since 2019 has started an option to choose 'Humanism' as a religion among others. Different programs are arranged throughout the year, like Bethune Day, Independence Day, Teachers' Day, Republic Day, International Mother Language Day, Rabindra Jayanti etc., to inculcate Universal Values.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	A. All of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
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

Kabi NazrulCollegeorganizes nearly all national and internationalcommemorative daysoncampus with great zeal.Festivalsof all religions are organized to maintain religious harmony among the students and staff.Thecadets of NCCactively participate in the drill and march past. Republic DayandIndependence Dayevery year. A tree plantation is organized onvarious occasions. WorldEnvironment/Earth Day, World Wildlife Day and like are commemorated through seminars, exhibitions, andphotography contests. Seminars, special lectures, exhibitions, cultural functions, and Inter/intra-college competitions are organized.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

FILE UPLOADED

File Description	Documents
Best practices in the Institutional web site	[View File]()
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

1. Kabi NazrulCollege's holistic approach to imparting education and personality development to its students coming from diverse backgrounds is a landmark at Murarai blocks in

theBirbhum district of West Bengal. Smart Class, Rooms,ICT-based lectures and a library with manybooks help improve learning. Programmes on commemorative days, events and festivalsthroughout the years engage students withpositive vibes. Several scholarships/endowments from government and non-government are available for students. The NCC and NSS cadets, under the leadership of the nodal officer, undergo vigorous training and regular drills and participatein various awareness that help in the enlistment of the society particularly the minority communities.

2. The college aims for enlistment of rural society and women can be the front runner through education. The institution has made a noteworthy progress by empowering rural women into higher education where …. women students from rural background contribute to the total strength. Scholarship for Women by various government schemes encourages women to pursue higher education. Exclusive Hostel Facilities for women enables students from distant rural areas to pursue education. Regular mentoring and Counselling help students overcome barriers and to thus they stay motivated. Anti-Sexual Harassment Cell ensures safe environment for the students.

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

7.3.2 - Plan of action for the next academic year

1. Increase in ICT Facility for all stakeholders.

2. Finding out scope for alumni, placement consultancy

3. Introducing the feedback system for all Stake Holders

4. Arrangement of auditorium and residential staff accommodation.

5. Providing training in job oriented short tern courses

6. To organise professional development / administrative training programmes and non teaching staff during the year

7. Develop waste management system and move to paperless mode
of operation