



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1. Name of the Institution

KABI NAZRUL COLLEGE

- Name of the Head of the institution **Jafar Ali Akhan**
- Designation **Principal**
- 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 **Iqacknc1986@gmail.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. Someswar Chatterjee**
- 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/2024/04/Academic-Calendar-2020-2021-merged.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-Calendar-2020-2021-merged.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

[View File](#)

9.No. of IQAC meetings held during the year 3

- 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 **No File Uploaded**

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)

- AISHE report has been submitted and updated.
- As the pandemic situations continued, IQAC took steps to maintain the standard of teaching learning in a digital mode, exams were conducted and answer scripts were checked in online mode, under the supervision of IQAC.
- With students being away from campus, IQAC arranged webinars on variety of subjects throughout the year.
- Online admission with Enterprise Resource Planning (ERP) started from this year.
- Preparation of annual reports of the college.

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
Emphasis on research and publications	IQAC motivate the teacher to publish their research work in the reputed journals
Afforestation or plantation program is planned to salvage the greenery of the campus after devastation caused by cyclone "Amphan".	Afforestation program was undertaking to salvage the greenery of the campus. Teaching-Non teaching and Alumni association took part by donating saplings.
Rainwater recharge system	Rainwater Recharge system is renovated and is working progress.
Procurement of laboratory recruitments	New equipment's were purchase for all lab-based departments in respect of new CBCS syllabus

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	21/12/2023

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

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Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			3		
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Plan of Action	Achievements/Outcomes	
<p style="text-align: center;">Emphasis on research and publications</p>	<p style="text-align: center;">IQAC motivate the teacher to publish their research work in the reputed journals</p>	
<p style="text-align: center;">Afforestation or plantation program is planned to salvage the greenery of the campus after devastation caused by cyclone "Amphan".</p>	<p style="text-align: center;">Afforestation program was undertaking to salvage the greenery of the campus. Teaching-Non teaching and Alumni association took part by donating saplings.</p>	
<p style="text-align: center;">Rainwater recharge system</p>	<p style="text-align: center;">Rainwater Recharge system is renovated and is working progress.</p>	
<p style="text-align: center;">Procurement of laboratory recruitments</p>	<p style="text-align: center;">New equipment's were purchase for all lab-based departments in respect of new CBCS syllabus</p>	
13. Whether the AQAR was placed before statutory body?	Yes	

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	21/12/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	27/02/2022

15. Multidisciplinary / interdisciplinary

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 of science, 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.

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16.Academic bank of credits (ABC):
University of Burdwan, our affiliating university, is yet to start the process.
17.Skill development:
1. College has a language lab to improve the communicative skills of our students. 2. Computer literacy through university curriculum.
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
Teaching in vernacular along with English is practiced. The college organizes several cultural programmes that introduces and emphasizes Indian heritage such as observing international mother tongue day, Vriksharopana-utsav etc
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
Although as an affiliated college we do not have the autonomy regarding UG/PG curriculum yet we have introduced several job oriented add on courses in future.
20.Distance education/online education:
1. During the lockdown period we have taken our classes through various online modes and internet platforms. 2. We have a study centre of RB in our campus which runs several PG courses through distance mode.

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.Student2.1 **2409**

Number of students during the year

File Description	Documents
Data Template	View File

2.2 **SC -428; ST - 117;
OBC-A- 196; OBC -B
-138; Total - 879**Number of seats earmarked for reserved category as per GOI/
State Govt. rule during the year

File Description	Documents
Data Template	No File Uploaded

2.3 **481**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 **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	2409
File Description	Documents
Data Template	View File
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File Description	Documents
Data Template	No File Uploaded
2.3 Number of outgoing/ final year students during the year	481
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	35
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	No File Uploaded

4.Institution	
4.1	23
Total number of Classrooms and Seminar halls	
4.2	1756755
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	31
Total number of computers on campus for academic purposes	

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. Sufficient

number 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 2020-2021. 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

13

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

The topics covered in the curriculum are pertinent to human values, gender, the environment, and sustainability. These topics are all intrinsic to our program. For all six undergraduate programs, environment studies is taught as a required course. Eleven departments provide thirty courses that skillfully blend or directly address the aforementioned topics, whose details are posted online.

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

0

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

0

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
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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

1255

File Description	Documents
Any additional information	View File
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

493

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. I thought and hard working home 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
2409	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)	No File Uploaded
Any additional information	View File
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)	No File Uploaded

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

334

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 planned 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 two

days.

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 of

performance 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

481

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	No File Uploaded
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**

9

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

14

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

1

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

3.3 - Extension Activities

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

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

05

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

224

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 fourteen 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 27 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 procured basic sports equipments of approximately Rs 92000 from college fund. 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)

1756755

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. 2020-2021 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. 8196 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 like databases, e-books and e-journals subscribed through NLIST

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://kabinazrulcollege-staff.kohacloud.in/cgi-bin/koha/mainpage.pl

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)

0.14096

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. All the class rooms allotted for science subjects have computer system for students and teachers. We have plan to set up a Language Lab and a separate computer laboratory exclusively for students.

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

4.3.2 - Number of Computers

31

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)**

1662450

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Governing Body allows/approves the fund, the Purchase 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 an attendant. The lab in-charge is responsible for maintaining and upgrading the laboratory with necessary equipment and keeping a record of equipment utilization. Library is maintained by a librarian and supporting staff, focusing on the availability and utilization of instructional material. At the end of the academic year, stock verification is done, and a report is prepared on the utilization of books by students and staff. Procurement of books as per the requirement is initiated 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 per the 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 system administrators. In case of major issues, vendors are hired for maintenance. Plumbing, electrical, drinking water, security, air conditioners, and other facilities 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 benefitted by scholarships and free ships provided by the Government during the year

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

410

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	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 benefitted 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	B. 3 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	
00	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
00	
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	B. Any 3 of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	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 held following 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

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

5.4 - Alumni Engagement

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

The Alumni 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

Institutional Vision and mission- 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- vision

1. 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 future.
2. 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,
3. Commits to achieve perfection in dissemination and creation of knowledge to address modern day challenges in India as well as world and social Environment, maintain the social harmony, unity of the country and also be a good citizen.
4. The students/learners can lead the nation and Holistic development of our students, they can contribute to their knowledge in own welfare and betterment of the society.
5. To enlighten the people of this area (Minority dominated) with the light of Higher Education,

6. To spread education in a rural agro-based area which did not have a single higher educational institution within about 50 km.

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

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

The 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 mind overall 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 the College Development Committee, finally approved by the Governing Body. College building construction, reconstruction, purchase of

books, 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

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 the Teachers to the IQAC which help in collation and cross checking of the information. 3. Attendance register has columns seeking day 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 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 - 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 as GB). In addition to the 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 properly 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 work 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/Institution

at 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.
2. To mitigate the problems due to shortage of support staff has been discussed in the meeting.
3. Renovation of laboratories.
4. Establishment of ICT enabled Class Room.
5. 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 our

students through strong support base academic activities. 5. Due to lockdown (COVID-19 situation), all classes, examinations, or all activities have arranged through online mode, few works have done by off line. 6. 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-teaching staffs and students about gender-issues through various awareness activities. The programmes help

to instill knowledge of ethics, equality, and harmony among all. The college has security guards at the gate to help in proper surveillance. Various institutional committees such as Grievance Redressal, Ethics, Students Welfare, and Anti-Ragging committees are constituted to imbibe basic human values in students. The psychological counselling by 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

B. Any 3 of the above

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

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

Solid waste management: The solid wastes generated from different activities within the campus are first segregated into different groups (degradable, non-degradable). Following standard guidelines, both degradable and non-degradable wastes are disposed of. Wastes are collected in bins meant for biodegradable, non-degradable, e-wastes and bio-hazards. The majority of biodegradable wastes are made into compost by the method of traditional composting within the campus. This helps in waste minimization. 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. The non-degradable wastes are disposed of following the standard procedure depending upon the type and amount. The college authority along with the student stakes initiatives to make a plastic free campus. NCC and NSS organized awareness programmes regularly on the management of solid wastes.

Liquid waste management: Science labs mainly generate liquid wastes. A few of these liquids also have a toxic nature. The liquid wastes are collected in proper containers for safe disposal, keeping in mind the environment's safety.

waste management: E-wastes (damaged/nonfunctional desktops, CPUs, UPS, mouse, etc) are collected and subjected to safe disposal by authorised agents.

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

C. Any 2 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

<p>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</p>	<p>C. Any 2 of the above</p>
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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. Sincere efforts are being made to render comprehensive campus surroundings, including tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic, and other diversities to the staff and students. The programmes organised by the NCC and NSS cadets on important days of the calendar (Rabindra Jayanti (8th/9th May); Mother Tongue Day; World Theatre Day, International Yoga Day etc....) every year enhance our student's tolerance and regard for different cultures and languages. The Backward Class and Minority Cell has been working actively to guide the SC, ST, and OBC students in managing their various issues according to the directives given by the Central /State Governments. NSS volunteers visit nearby villages accompanied 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-dowry have a negative impact on society, and to minimize such practices, public consciousness on socio-economic issues is raised by 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

C. Any 2 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 Nazrul College organizes nearly all national and international commemorative days on campus with great zeal. Festival of all religions are organized to maintain religious harmony among the students and staff. The cadets of NCC actively participate in the drill and march past Republic Day and Independence Day every year. A tree plantation is organized on various occasions. World Environment / Earth Day, World Wildlife Day and like are commemorated through seminars, exhibitions, and photography 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)	View File
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

Empowering Marginalized Students:

The college's distinctive area of focus lies in empowering marginalised students. Here's how it achieves this:

1. **Inclusive Education:** Kabi Nazrul College welcomes students from all sections of society, regardless of socio-economic background. It recognises that education is a powerful tool for social mobility and actively encourages participation from the privileged and the underprivileged.
2. **Career Guidance:** The faculty engages in career counselling sessions, helping students make informed choices about their future. Whether pursuing jobs or preparing for competitive exams, students receive personalised guidance.

3. **Holistic Development:** Beyond academics, the college instils values and ethics in students. It emphasises character-building, empathy, and community engagement.
4. **Skill Enhancement:** Kabi Nazrul College conducts workshops, seminars, and training sessions to enhance soft skills, communication abilities, and critical thinking. These competencies are essential for success in today's dynamic job market.

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 courses6. 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