



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	KHATRA ADIBASI MAHAVIDYALAYA
• Name of the Head of the institution	DR. NITYANANDA PATRA
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	8900057220
• Mobile No:	9474144885
• Registered e-mail	khatraacollege@gmail.com
• Alternate e-mail	iqac@kamv.ac.in
• Address	KHATRA
• City/Town	KHATRA
• State/UT	WEST BENGAL
• Pin Code	722140
2.Institutional status	
• Affiliated / Constitution Colleges	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid

• Name of the Affiliating University	BANKURA UNIVERSITY				
• Name of the IQAC Coordinator	DR. ARINDAM CHAKRABARTI				
• Phone No.	8910120338				
• Alternate phone No.	9051051243				
• Mobile	9051051243				
• IQAC e-mail address	iqac@kamv.ac.in				
• Alternate e-mail address	khatraacollege@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	http://www.kamv.ac.in/aqar.php				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.kamv.ac.in/academic_calendar.php				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C+	60.50	2007	31/03/2007	30/03/2012
Cycle 2	B+	2.54	2016	05/11/2016	04/11/2021
6.Date of Establishment of IQAC	02/02/2008				
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	
Philosophy Department	Periodic Lecture programme, 2021	ICPR	2021	10000	
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	5	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> 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	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>During the COVID-19 pandemic IQAC ensured and monitored ICT-based online classes, internal assessments, and end-semester examinations successfully. Evaluation of answer scripts and submission of marks were all done successfully through online mode.</p>		
<p>Under the aegis of IQAC, the Department of Philosophy virtually organized two-day ICPR-sponsored National Webinar & Periodical lectures on "Critical Thinking & Philosophising" on 21st and 22nd, January, 2022. An Awareness Programme on Intellectual Property Rights under National IP Awareness Mission was organized in collaboration with IQAC. A One-Day Seminar was jointly conducted by the Commerce department and the Economics department on World Consumer Rights Day under the aegis of IQAC.</p>		
<p>IQAC encouraged faculty members to pursue Orientation and Refresher Courses.10, 09, 08 & 01 faculty members have successfully completed Orientation Programme, Refresher Course, Faculty Development Programme & Short-Term Course respectively in the current year through online mode.</p>		
<p>Student-friendly ERP Mobile Application (Android version) was launched on 6th January, 2022 under the guidance of IQAC to conduct smooth participation in online classes and examinations through a lighter version application.</p>		
<p>The Inaugural Alumni Meet was organised on 8th June, 2022 by Alumni Sub-committee under the guidance of IQAC.</p>		

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
<p>Academic Orientation</p>	<p>An Awareness Programme on Intellectual Property Rights under National IP Awareness Mission was organized in collaboration with IQAC Khatra Adibasi Mahavidyalaya, Khatra. A Student Seminar was organized by the Bengali department on 'Rabindra Poroborti Chhotogolpo'. A Two-Day National Webinar on 'Critical Thinking and Philosophizing' was organized by the department of Philosophy. A One-Day Seminar was jointly conducted by the Commerce department and the Economics department on World Consumer Rights Day under the aegis of IQAC. Also English department organised a seminar on World Poetry Day under the guidance of IQAC.</p>
<p>Career Counselling</p>	<p>The Career Counselling Cell has updated and uploaded career path flowchart in the college website for open free access of students. Science departments organised one day webinar on "Decoding Brighter Future Opportunities After B.Sc." in association with Institute for Advanced Studies, Pune.</p>
<p>Faculty Development Programme</p>	<p>10, 09, 08 & 01 faculty members have successfully completed Orientation Programme, Refresher Course, Faculty Development Programme & Short-Term Course respectively in the current year through online mode.</p>

<p>Timely Completion of Curriculum</p>	<p>Planning and organization of teaching schedules and time tables circulated to the students through website. Regular routine-wise online classes were taken through Google Meet via college ERP and reports were submitted to the Principal and IQAC Coordinator. Regular offline classes were conducted and syllabus of all subjects were completed on time when the college reopened after the lockdown.</p>
<p>Enhancing quality of Teaching-Learning</p>	<p>Adopting student centric interactive strategies like Project writing, Drama club enacting, Student Seminar, Field visit, Quiz contest, Wall magazine. Emphasis laid on ICT enabled teaching and use of multi-modal facilities like PPT for making teaching-learning experiences exciting and impactful. Departmental Parent-teacher meet were also arranged.</p>
<p>Fulfilling Social Responsibilities</p>	<p>One day Institutional Level Seminar was organized by the Red Ribbon Club (NSS) on Motivation for Blood donation and Awareness on Aids. A Street Drama was conducted on Aids Awareness by the Red Ribbon Club (NSS-Unit II). A Vaccination Awareness Programme was conducted by the NSS in the adopted village Gourmandipur. Plantation programmes were organized by the NSS wing on World Environment Day and International Forest Day.</p>
<p>Feedback Mechanism</p>	<p>Feedback on teaching and facilities provided by the college are taken from students,</p>

	analysed and suggestions recommended and implemented for holistic improvement of the college.
Financial Assistance to Students	Half free and full free studentship provided to needy students for encouraging them to continue studies.
Extracurricular Activities	College Sports was organized in April 2022 that included Marathon and other activities. Annual Cultural Programme was held in April 2022 that featured song and dance performers from college students, Adibasi group dance and performances by invited artists. International Women's Day, Rabindra Najrul Jayanti and Basanta Utsav were also celebrated in the college
Promoting Digitalization	Financial and Academic data are stored in cloud-based data management software ERP under the aegis of CAMS and online payment initiated via State Bank Collect.
Library Upgradation	Several books and journals have been purchased. Faculty members have been provided with NLIST member login details for accessing e-resources through Inflibnet.
Sustaining Eco-friendly campus	Afforestation program conducted, maintenance of herbal and flower garden, minimalizing use of plastic within the campus, afforestation programme done within and outside the campus in adopted villages.
Women Cell Activity	Ensure maintenance of Sanitary Pad Vending machines for health and hygiene of students. Yoga

	<p>sessions for girl students were conducted on International Yoga Day. International Women's Day was celebrated at the institutional level and also by few departments of the college.</p>				
13. Whether the AQAR was placed before statutory body?	Yes				
<ul style="list-style-type: none"> Name of the statutory body 					
<table border="1"> <thead> <tr> <th>Name</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>Governing Body</td> <td>22/03/2023</td> </tr> </tbody> </table>		Name	Date of meeting(s)	Governing Body	22/03/2023
Name	Date of meeting(s)				
Governing Body	22/03/2023				
14. Whether institutional data submitted to AISHE					
<table border="1"> <thead> <tr> <th>Year</th> <th>Date of Submission</th> </tr> </thead> <tbody> <tr> <td>2023</td> <td>05/01/2023</td> </tr> </tbody> </table>		Year	Date of Submission	2023	05/01/2023
Year	Date of Submission				
2023	05/01/2023				
15. Multidisciplinary / interdisciplinary					
<p>Being an affiliated college, our course structure and the content for pedagogy is designed by the parent university as per the UGC guidelines. Our college is trying its level best for the fruitful implementation of multidisciplinary and interdisciplinary education which will definitely enable our students to develop the skills required in the 21st century. We welcome the change in the education policy brought about NEP 2020 and in the coming months, we hope to implement the multidisciplinary/interdisciplinary approach to education in our college. Our college is preparing to include multidisciplinary subjects that will foster all-around development of the students. The college plans to conduct surveys in the local areas to ascertain the job opportunities and introduce short-term and vocational courses in the college accordingly from the next academic session. The college has prepared a probable list of courses that the college may offer from the next academic session. These courses will make the students self-dependent and pave the way for self-employment. The college plans to design these courses along with the course outcomes and the structure of these courses along with their program outcomes and to ensure that all course objectives and program objectives are achieved.</p>					
16. Academic bank of credits (ABC):					

One of the provisions of the National Education Policy 2020 (NEP 2020) is the introduction of the Academic Bank of Credit (ABC). ABC will allow students of undergraduate and postgraduate degree courses to exit the course and enter within a stipulated period. Academic Bank of Credits shall deposit Credits awarded by Registered Higher Education Institutions, for Courses pursued therein, in the Academic Bank Account of the student throughout their learning journey. The college is waiting for the affiliating university's permission to introduce Academic bank of credits. The college is taking the initiative will to launch registered skill based and vocational courses, and other courses under Credits through affiliated universities and help rural and tribal students to get advantage of these facilities.

17.Skill development:

The New Economic Policy 2020 emphasizes on holistic development of youth of the nation and gives special importance to skill development to make India self-reliant. Future plan of the college will be to develop skill in youths and students of rural and tribal areas by introducing vocational courses that will satisfy local need. The Career Counselling Cell of the college plans to collaborate with industries & NGOs and sponsoring agencies for sponsorship of skill-based courses. The training programmes organized by these NGOs will open up avenues for future employment of the college students.

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

At present the college ensures appropriate integration of Indian knowledge system by offering MIL (Modern Indian Languages) and core courses as per CBCS scheme set up by parent university. Languages like English, Bengali, Sanskrit and Santali are offered to students as core subjects along with generic electives. Subjects like Political science, History is also offered in order to induce sense of national integration, love for indigenous art, culture and civic sense among the student community. Philosophy develops basic concepts of Indian philosophical thought among the students. During COVID-19 pandemic these courses were offered through online mode. The college has adequate infrastructural facilities to offer these courses through online mode whenever need arises.

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

Our college offers Bachelor degree in Science, Arts and Commerce. After the completion of the courses students will develop

(i) clear thinking about the basic concepts of the subjects that they opt. Besides, studying the opted subjects for three years develop the power of critical thinking and logical understanding about the subjects.

(ii) necessary knowledge base among the students that empower them to appear in the competitive exams in the future.

(iii) the attitude to face real life problems and solve them.

(iv) scientific temperament among the science students.

(v) the power of decision-making regarding career choice in the future.

(vi) the basic ideas of finance and commerce among the B. Com students which they can use for doing business in the future.

20.Distance education/online education:

Our college plans to start courses in distance mode as per the guidelines of NEP 2020 for the benefit of students residing in remote villages. During the time of COVID 19 pandemic all teachers of our college conducted classes in online mode using google meet through college ERP.

Extended Profile

1.Programme

1.1	447
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	2901
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	891
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	579
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	25
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	28
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	23
Total number of Classrooms and Seminar halls	
4.2	144.58
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	32
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 strictly follows the CBCS syllabus prescribed by Bankura University. Prior to the beginning of an academic session, the routine sub-committee along with the departmental heads frame the routine, which is circulated via the Website and notice board display. Syllabus distribution in each semester is done in the departmental meetings. After one month of teaching, again departmental meetings are held with class representatives discussing the areas that require more focus, attendance of students and their overall feedback. Thereafter, grievances of the students for the overall improvement of the academic ambiance of the institution are initially tabulated and are later on addressed in the departmental meetings for possible solutions and if required are referred to the Head of the Institution for needful action.

During Covid 19 pandemic, classes were mainly organized online through Google Meet via college ERP. Audio and video recordings of some lectures were also circulated among the students through WhatsApp or uploaded to YouTube. Furthermore, our teachers uploaded the learning materials in college ERP. On completion of assigned topics, teachers provided online multiple assignments to the students to evaluate their progress. Some of the Departments organized special lectures and webinars for the benefit of the students.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.khatracollegeadmission.in/student_login.aspx

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

On the basis of the curriculum guidance under the CBCS syllabus pattern, the academic calendar of the Institution is prepared by the Head of the Institution and a panel of experts comprising the senior faculty members as per the instructions and guidance provided by our affiliating University i.e., Bankura University. This academic calendar is prepared at the beginning of each semester and strategies for Continuous Internal Evaluation of every student in each department of the college are outlined here. Class tests (written), Unit tests, as well as surprise tests, are conducted on a regular basis. All the departments of our college conducted online internal examinations throughout 2021. Emphasis is given on the percentage of attendance of the students in class and in other activities and Parent-Teacher Meets are organized to discuss the progress of each student in class, his/her attendance percentage etc. After completion of the internal examination, the Principal conducts a meeting with the HODs to discuss the student's performance and take steps for further improvement. Visits by faculty from other educational institutions and participation in intra-college sports and cultural events help in the overall development of the students. For all theoretical and practical courses, separate continuous evaluation procedures are followed.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://kamv.ac.in/academic_calendar.php

1.1.3 - Teachers of the Institution participate in B. Any 3 of the above 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

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

1.2 - Academic Flexibility

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

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

26

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

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

0

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

0

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

1.3 - Curriculum Enrichment

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

To sensitize the learners and augment their knowledge about gender equality, human rights, environmental issues, there are specific committees such as the Woman Cell, Eco Club, NCC units, NSS units, etc.

Gender Sensitivity:

Gender sensitivity features in the syllabi of different departments like Philosophy, English, Political Science, Geography and History. The Women Cell of the college took initiative to celebrate International Women's Day on 8th March 2022. The English department of the college also organized a programme on International Women's Day.

Environment and Sustainability:

To make students aware about important environmental issues, various workshops, seminars, lectures etc are organized in the college. World Environment Day and International Forest Day were celebrated in the college by the NSS. Plantation programmes and Campus Cleaning programmes were organized on these two days. Tree plantation programme was also organized by the Jagadish Chandra Bose Eco club of the college on 21/03/2022.

Human Values:

The significance of human values is transmitted through topics in the syllabus of the different departments such as Bengali, Sanskrit, English, Education, Economics, Political Science, Philosophy etc. Regular seminar, workshop on intellectual property rights is organized by our college to inculcate human values among students. Eminent people are invited to deliver speeches to motivate the

students about human values. An Awareness Programme on Intellectual Property Rights under National IP Awareness Mission was organized in collaboration with IQAC Khatra Adibasi Mahavidyalaya, Khatra on 21st February 2022.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

7

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

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

50

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://kamv.ac.in/images/uploads/1.4.1_Student%20Feedback.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1815

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

995

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

Special initiatives are taken by the teachers to identify the advanced learners and slow learners. The meritorious students are given additional academic assignments and are encouraged to study reference books besides the text books so that they can improve their purview of knowledge. They are also encouraged to take part in debate and seminar presentation using PPT which will develop their presentation skills and give them the confidence of facing the audience. On the other hand, the faculty members of each department take special care of the slow learners. The faculty members devote additional time to discuss those topics which the slow learners have failed to understand. They are provided with additional explanation and examples so that they can clearly understand a topic. The advanced learners are asked to help the slow learners in understanding those modules of a particular paper through discussions among themselves. Remedial classes are arranged for the slow learners so that they can overcome their difficulties and pass in the End Semester Examination. Internal Assessments and Home Assignments help to assess the progress of the slow learners.

File Description	Documents
Link for additional Information	https://kamv.ac.in/e_materials.php
Upload any additional information	View File

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

Number of Students	Number of Teachers
2746	25

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Different departments of the college organize seminars, exhibitions, and workshops that make the learning process enjoyable and offer new insights to the students. There is a museum in the History department of the college. Visits to the museum give the students first-hand knowledge in many areas. The laboratories of the college are equipped with the necessary equipment and the timetables for the practical-based subjects are framed in such a way that students get maximum exposure to hands-on practical work in the laboratories. Field Trips are frequently conducted for students of the Geography and History departments. Moreover, some subjects have Project Work as part of their syllabus. The Field Trips and Project Work give the opportunity to tackle real-world issues and solve the queries that arise in the theory classes. The Language Laboratory provides practical training to students of English department. These application-based techniques make learning fruitful.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://kamv.ac.in/seminar_workshop.php

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

All teachers of the college use ICT-based teaching techniques such as the use of a Laptop for PowerPoint Presentations, College ERP as LMS, Graphic Tablet, E-books, E-notes. There are 3 ICT-enabled classrooms in the college and 1 Smart Classroom in the college. There is 24x7 Wi-Fi facility in the college for enabling the teachers to prepare PPTs and other online teaching learning materials. E-resources and techniques used by the teachers in the college include Teleconference Call & Google Meet platform, and Screen Sharing (Interactive). E-notes are uploaded in the college ERP and E-resources are uploaded in the college website so that students can access them anytime even after college hours.

The college has a membership of INFLIBNET (N-LIST). Teachers also send notes and materials to students through email. During the Covid 19 pandemic in 2021 regular classes, as well as internal examinations, were conducted by the teachers in online mode through college ERP. During the pandemic, the college also has formulated mechanisms for online evaluation procedures.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.kamv.ac.in/e_materials.php

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

47

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

2.4 - Teacher Profile and Quality

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

25

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

15

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**

157

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

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode.

Write description within 200 words.

The college follows the directives issued by the Bankura University regarding the holding of examinations. Students enrolled under the newly introduced CBCS, have to appear in Internal Exam of 10 marks. Continuous evaluation of students through internal examinations help to identify the weaknesses of individual students and necessary actions may be undertaken by the teachers before End Semester Examination. After evaluation of the answer scripts students are made aware of their mistakes so that they can rectify them before the final exam. Internal Assessment examinations serve as practice sessions before the final exam. The meritorious students are motivated by the teachers to work harder for the final so that they may perform even better than the internal exam in the End Semester Exam. During the Covid 19 pandemic internal assessment tests were conducted in online mode (as per directives of Bankura University) using college ERP. The answer scripts were collected using college ERP as well. The answer scripts were corrected and marks were uploaded in the university portal in online mode. Conducting the internal assessment tests using the college ERP helped to maintain a transparent and hassle-free examination procedure.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.khatracollegeadmission.in/student_login.aspx

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

The Examination Sub Committee takes utmost care in maintaining transparency in case of internal examination. Students have to appear for a 10 marks internal examination for each paper as per the guidelines set by Bankura University. Students are informed about the schedule of the internal examination well ahead and the procedure of submitting the manuscripts (especially in case of the online mode through college ERP during the time of pandemic in 2021-2022 session) is also well explained to the students through Notices issued by the college and displayed in the college website. Question papers for internal examination are set following the University guidelines. The faculty members evaluate the answer script and upload the marks in the University portal within the

stipulated time. Separate notices are issued for Practical Examinations and are uploaded in the college website for referral of students. In case students have any grievance about the internal examination, they inform the concerned subject teacher who conveys the information to the Exam Subcommittee for proper redressal.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The syllabus of each course to be taught in the college is prepared by the Board of Studies of the affiliating university (Bankura University). The syllabus of each course is available in the college website. The Head of each department of the college (HOD) calls for a departmental meeting at the beginning of each academic year regarding the distribution of syllabus to the faculty members. Each department prepares Programme Outcomes (POs), Programmes Specific Outcomes (PSOs) and Course Outcomes (COs). The college website is comprehensive and programme outcomes for every course offered in every subject is uploaded on the college website (kamv.ac.in). Details of the courses offered in the college, details of each department of the college, details of teaching staff of each department, Academic Calendar and Course and Programme Outcomes of each course are displayed in the college website. The Course Plans including the ICT enabled tools to be used in teaching are prepared by the faculty members keeping in mind the Course Outcomes and Programme Outcomes to be achieved.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.kamv.ac.in/course_outcome.php
Upload COs for all courses (exemplars from Glossary)	View File

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

Evaluation of the attainment of the Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (Cos) is an important responsibility of the college. Attainment of the Course Outcomes can be directly assessed through internal examinations and end semester examinations. Question papers are set for the internal examination keeping in mind the Course Outcomes and how far the Course Outcomes have been achieved can be assessed after evaluation of the answer scripts. The results of the final examinations are used to measure the attainment of POs and COs in each subject. Student teacher interaction within the classroom as well as outside the classroom also helps to assess the attainment of Course Outcomes.

Attainment of POs and COs can also be evaluated through feedback collected from students specially the End Semester students. Feedback of the teachers may also be analysed to identify the extent of attainment of POs and COs. Successful placement of students in jobs after passing out from the college can also be a yardstick for evaluating the assessment of POs and COs. Result analysis by the subject teachers can guide the teachers regarding the achievement of POs and COs.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://kamv.ac.in/course_outcome.php

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

579

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://kamv.ac.in/images/uploads/1.4.1_Student%20Feedback.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

6

File Description	Documents
Report of the event	View File
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

3

File Description	Documents
Any additional information	View File
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

17

File Description	Documents
Any additional information	View File
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

Every individual has some responsibility towards the society. College has 3 active NSS and NCC wings. Various extension programmes are carried out by NSS, NCC and different departments of the college every year. A Vaccination Awareness Programme was conducted by the NSS in the adopted village Gourmandipur on 25/09/2021. A Street Drama was conducted on Aids Awareness by the Red Ribbon Club (NSS-Unit II) on 1/12/2001. One day Institutional Level Seminar was organized by the Red Ribbon Club (NSS) on Motivation for Blood donation and Awareness on Aids on 31/03/2022. Awareness Programmes on Blood Donation, HIV and TB was conducted by the 3 NSS units of the college. The Departments of Philosophy and Physical Education along with the 3 NSS units celebrated International Yoga Day in collaboration with IQAC on 21st June 2022. International Women's Day was celebrated in the college on 8/03/2022 by the Women Cell (ICC) in association with NSS. College takes necessary steps to preserve the greenery in the college campus by planting trees. Tree Plantation programmes and Campus Cleaning Programmes were organized by the NSS wings of the college on World Environment Day and International Forest Day.

File Description	Documents
Paste link for additional information	https://kamv.ac.in/nss.php
Upload any additional information	View File

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

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

0

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

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

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

12

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

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

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

1247

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

3.4 - Collaboration

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

0

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

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

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

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	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college, with a campus 24 acres, has adequate infrastructural facilities to cater to the students. In 2021-2022 the total number of students enrolled in the college was 2174. There are 28 classrooms, 11 laboratories and 1 seminar hall and 1 conference hall. There are 2 classrooms with LCD facilities. Wi-Fi facilities are available in the entire campus including the classrooms. There are 2 common rooms.

For differently abled students ramps are attached to classroom. There are 15 toilets in the college campus in total. 7 toilets are there for girls. There are 2 playgrounds in the campus. There are two Boys' Hostels and there is a State Govt. managed central Hostel for S.T. community. There is one Girls' Hostel. The library is partially automated and the ILMS software used is SOUL 2.0. There are about 33798 books, 2 Peer reviewed journals, E-books, e-journals, reference books, CDSs and Videos present in the library. Facilities for searching e-database from National Digital Library of India (NDL), INFLIBNET (N-LIST) are available. There is a Language Lab, a modern gymnasium, an institutional museum and a number of science laboratories in the college. There are 2 generators in the college.

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

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

Our college has 2 playgrounds adjacent to the library building. Annual Sports including Marathon race are held every year headed by the Physical Education department. There are facilities for indoor games like carrom, table tennis etc. for students (boys' and girls') and for teaching and non-teaching staff. The gymnasium has many modern types of equipment physical fitness and training of the students, teachers and non-teaching staff. Halls, large classrooms and open spaces are used for different cultural programmes being organised by the college. Students participate in various Social and Cultural Activities. The Students' Union (Chhatra Samsad) actively helps the college authority in arranging the Social and Cultural Meets like welcoming of the freshers, celebration of Teachers' Day, Birthdays of Noble Personalities, Saraswati Puja, Bosonto Utsav, Annual Cultural Programmes. The college Magazine 'Uttaran' and Wall Magazine 'Dhanshish' from Bengali Department are published on regular basis.

File Description	Documents
Upload any additional information	View File
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.

2

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

22

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kamv.ac.in/naac/dvv/1678437520_4.1.3_Link.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

93.14

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The Central Library of Khatra Adibasi Mahavidyalaya is partially automated with the library management software as computerization is done using SOUL 2.0 software. On an average 90 books are issued and 50 books returned per day. Though due to COVID pandemic situation last two years issue return rate is not so high. Recently we have created a portal of our central library though the works in the portal is still going on. On an average 05 faculty members and 15 students visit the library everyday. There are 10 computers in the library is in active mode. Our central library is open on every working day from 10 A.M to 5 P.M. The library has a stock of 33807 books and 05 journals subscribed for. We also have subscribed to NLIST-INFLIBNET program to be enriched with ample amount of econtents. Except college fund our institution purchases books from different grants such as RUSA grants and different government grants. During last three years. 3451 books are added and there is plan to add some more journals. Recently our library has become two storied with a large area above 4500sq.ft. We have a full-time librarian, a contractual library assistant and a full-time library peon. The sitting capacity in the library room is 30.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://www.kamv.ac.in/library_profile.php

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources D. Any 1 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-

journals during the year (INR in Lakhs)

0.26

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
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**

21

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**

There are 24X7 wi-fi facilities in library, classrooms, IQAC room, office and teacher's common room. The library provides facilities for searching e-database from National INFLIBNET (N-LIST). The college has own Enterprise Resource Planning abbreviated as ERP system embedded in the college website; which is a software-mediated integrated & unique data management system for conducting both administrative and academic processes, often in real time. The software manages and integrates financial issues, anykind of risk mitigations (e.g., reduction of the threats generated in academic continuity in present COVID-19 pandemic situation), reflections of resilience data & agility of the institute. It is the platform where the students can realize the ERP infrastructure as a Learning Management System (LMS) which is highly user-friendly. During the time of pandemic all online classes, as well as internal and end semester examinations, were held through college ERP. The college has introduced android version of ERP (CAM 4.0). The college has introduced College ERP Mobile App in 2022 for further assistance to

teachers and students. During the pandemic the college has also organized webinars and lectures in online mode using Google Meet platform.

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

4.3.2 - Number of Computers

42

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

18.13

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
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.

Grant now has been further upgraded with the assistance recently released by Govt. of W.B. in order to facilitate Degree Science Students (General). A perfect utilization of RUSA grant can be visualized with the extension of the infrastructure and the laboratory equipment for science departments.

Library: Journal/Magazine, Daily Newspapers are subscribed on a regular basis in the library. Users are given awareness about digital database like NLIST. Library subscribes many magazines related to current affairs which help students to prepare for competitive exams.

Sports: Sports equipment are purchased as and when required. Players are provided with different essential playing kits and jerseys from college. The college has two big play grounds and a well-maintained multi-Gym.

Computer: The smartclassroom is provided with laptop and projector facilities. Most of the departments are provided with laptops as well. Desktops are present in many departments which departmental teachers as well as students can access.

Classroom: Very recently the college has extended its infrastructural facilities for taking classes, holding examinations and other supportive services (such as, Geography Laboratory, Generator shed, modern toilets for Boys' and Girls' and Vehicle garage etc.)

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://www.kamv.ac.in/rusa.php

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

2635

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

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

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

322

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

E. none of the above

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

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

50

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

50

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

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

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

5.2.2.1 - Number of outgoing student progression to higher education

76

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

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

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

examinations) during the year

2

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

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

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

The college had an elected Students' Council till 2016 to officially represent all the students of the college both within the institution and also at local, state and national levels.

When the Students' Council was operative, student representation was mandatory in various sub-committees such as Magazine sub-committee, Games and Sports sub-committee, Cultural sub-committee, Anti-ragging sub-committee, Student Welfare sub-committee, Student aid sub-committee and Vishakha.

Students participate in various cultural, co-curricular and extracurricular activities throughout the year which develop their leadership quality. Some of the important Sports and cultural activities / competitions organised at the institution level during the year 2021-2022 were Basanta Utsav, International Women's Day Celebration, Rabindra Najrul Jayanti Celebration, Independence Day Observation, Netaji Birth Anniversary Observation, Republic Day Observation, Saraswati Puja Celebration, International Yoga Day Celebration, International Mother Language Day Celebration, College Sports.

Students have representation in advisory body of NSS and NCC. NSS and NCC organised various awareness programmes. In 2021-2022 the Red Ribbon Club organized a one-day institutional level seminar on Motivation for Blood Donation and Awareness on AIDS, a Street Drama on AIDS Awareness on World Aids Day. NSS also organized Awareness Programme on Blood Donation, HIV and AIDS.

File Description	Documents
Paste link for additional information	https://kamv.ac.in/nss.php
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

11

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

5.4 - Alumni Engagement

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

The Alumni Association has not been registered yet. However, we have organised Alumni Meet twice for ensuring its formation. In both the Alumni meets, there was an encouraging number of presence who are ready to offer their respective skills and ideas for the benefit of the progress of the college. We are in the process of ensuring alumni registration in the upcoming session. We have also arranged for a room for the alumni association. We have also allotted a virtual space/tab on the college website for alumni online enrollment for membership.

File Description	Documents
Paste link for additional information	https://kamv.ac.in/college_alumni.php
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

institution

The Governing Body is the apex administrative body of the College. It comprises of the President, Principal, Teacher's Representatives, Govt. Nominee, University Nominee and Non-teaching representatives. The governing body takes into account the recommendations of IQAC while framing important policies. The GB entrusts the responsibility of fulfilling all academic and administrative duties to the Teacher's Council and various other sub-committees. Opinion of the non-teaching staff members are taken into account while framing all important policies of the institution.

Every department of the college enjoys the freedom to take decisions regarding departmental matters.

IQAC strives hard to improve the teaching-learning process by introducing ICT enabled teaching, organization of seminars and workshops addressing the needs of students as well as teachers and upgrading the library facilities of the college. In 2021-2022 a number of seminars and webinars were organized under the aegis of IQAC which include An Awareness Programme on Intellectual Property Rights under the National IP Awareness Mission, a Two-Day National Webinar on 'Critical Thinking and Philosophizing' organized by the Department of Philosophy, a One-Day Seminar jointly conducted by the Commerce Department and the Economics department on World Consumer Rights Day.

File Description	Documents
Paste link for additional information	http://www.kamv.ac.in/naac/dvv/1684325827_6.1.1.pdf
Upload any additional information	View File

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

Admission in undergraduate courses is a prominent example of decentralization and participative management in the institution. An Admission Sub-Committee is formed headed by a teacher who acts as Convener of the sub-Committee and other faculty members who act as Members.

After the publication of Higher Secondary results, the Admission Sub-Committee decides the admission criteria for different subjects in compliance with the guidelines of Higher Education Department of State Government as well as of the affiliating University. A formal notification is published on the college website and applications are invited through the online admission portal of the College. The entire process of receiving and shortlisting applications is done online, ensuring complete transparency. Students' admission is conducted strictly on the basis of merit. The reservation policy of the State Government is strictly followed. Fees are collected online through Pay U Money Gateway. On receipt of the application from the students, draft merit lists are prepared. After verification, the final list is published in the college admission portal for provisional admission of the students. In the academic session 2020-2021 this online admission process was particularly very helpful for both the college and the students. All teachers and non-teaching staff are employed in the verification process.

File Description	Documents
Paste link for additional information	http://www.kamv.ac.in/naac/dvv/1684328392_6.1.2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has already introduced its own Enterprise Resource Planning abbreviated as ERP system embedded in the college website from 2018. It is the platform where the students can realize the ERP infrastructure as a Learning Management System (LMS) which is highly user-friendly. During the lockdown period all online classes were conducted using the college ERP. During the lockdown period all the Internal Examinations & final Semester Examinations were being conducted via ERP for both the regular & SNC students in accordance with the time schedule provided by Bankura University.

Students can view all the notices relevant to them from their login page. Students will pay their fees via ERP.

The college has introduced ERP mobile app CAMS in this session 2021-22. This app is very easy to open. It can be used to upload study materials by teachers and download study materials by

students. Teachers can set up their online classes using CAMS. Using CAMS teachers can also download answer scripts submitted by the students. In the future students will pay their fees from this app and also get many attractive features from this app. The college is very hopeful about the development of this app to make e-learning attractive and joyful.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
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 College functions as per statute of the affiliating university and guidelines issued from time to time by the Higher Education Department of the Govt. of West Bengal.

The apex administrative body of the college is the Governing Body. The GB has 10 members in all which includes.

Decisions on all important administrative and academic issues are undertaken by the Governing Body in compliance with the recommendations of IQAC and other statutory and non-statutory sub-committees.

The Principal assesses the feasibility of all financial projects with the help of the Bursar before the President endorses the same. The Principal gets assistance from the Heads of different departments, the IQAC Coordinator, the Teachers' Council Secretary, the Head Clerk and the Accountant to assist him.

There is an effective Grievance Redressal Mechanism Cell along with the Women's Cell, Anti-Ragging Cell.

Service rules and procedures are guided by the Bankura University Statutes and the rules of the State Government as amended from time to time in this regard. The Promotion of the teachers recruited on permanent posts is guided by the Career Advancement Scheme (CAS) of UGC.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

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	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The college has devised various welfare measures for teaching and non-teaching staff. Most of these measures are those which have been propounded by the state government and some have been introduced by the college itself.

Teaching and non-teaching staff of the college are entitled to avail of Casual Leave, Earned Leave, and Medical leave as per the policy of government. The female faculty members can avail of Maternity Leave and Child Care Leave as per the rules and regulations of the government.

Paternity Leave for male faculty members of the college has also been introduced. Duty leave is given to teachers for attending Refresher/Orientation Courses, conferences, seminars, workshops etc. There is also a provision for Special Leave for exigencies.

The teaching staff may opt for West Bengal Govt. Health Scheme and for the non-teaching staff, there is the Sasthya Sathi scheme of the govt.

The college provides loans from Provident Fund to substantive employees of both categories.

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)	View File

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

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

0

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

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

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

14

File Description	Documents
IQAC report summary	View File
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

As a first step towards Performance Appraisal of teaching and non-teaching staff Attendance Registers for both teaching and non-teaching staff are maintained in the Principal's office.

A separate Leave Register is also maintained to record Leaves (Casual Leave, Medical Leave, Earned Leave etc.) enjoyed by a

teacher. A Leave Register is also maintained under the supervision of the Head Clerk for non-teaching staff.

Student feedback is taken every year/semester to review the performance of teaching staff and necessary appraisal is done.

The institution follows a Performance based Appraisal System for the teaching staff as mandated by the Directorate of Higher Education, Government of West Bengal. The promotion of teaching staff strictly adheres to the norms laid down by UGC under the API scheme of promotion. The self-appraisal and the API score claims are verified by the IQAC and forwarded to the Principal who scrutinizes them and if satisfied, places the same before the Governing Body for recommendation for being forwarded to the Directorate of Higher Education, West Bengal for career advancement.

The Institution promotes its non-teaching staff according to the time scale as per the guidelines of the Government of West Bengal and after consideration of their performance in the college.

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

6.4 - Financial Management and Resource Mobilization

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

The College has provisions for regular external financial and academic audit. The accounts of the College are audited regularly at the end of each financial year following Government Rules. The External Audit of the College is conducted by the Finance Department, Govt. of West Bengal. The Finance Committee of the College reviews the financial transactions and status of the College at regular basis. The committee approves the projects/schemes considering the priority and financial liability. The institution conducts external audit on regular basis. The external audit of the College is completed up to the FY 2021-22. After the expiry of a financial year, the accounts are got to be prepared to face audit externally. The auditors are suggested and appointed by the State Government through the Department of Higher Education. The College has no opportunity to choose auditor in this regard. After

conducting the audit work, initiatives have been taken to rectify the errors, mistakes and processes not properly followed, if any, as detected by the auditors. The auditor's suggestions, and advice are welcome for upgrading financial activities.

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

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

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

0

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

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

All major proposals which involve utilisation of college fund are duly approved by finance sub committee and submitted to the Governing Body for its final approval. If the GoverningBody approves the proposal, the project is implemented as per finance rule of the Govt. of West Bengal.

The college has not received any Govt Grant for construction, renovation and purchahse of any equipments in this 2021-21The college authority has taken initiatives to construct, renovate and purchase of electrical goods, chemicals, lab equipments and other essential commodities for the purpose of the development of collegefrom college fund.

Rs. 24,12,510.00 has been utilised for the new construction of boundary wall of college, UGC Girls Hostel and renovation of

Principal,s chamber. Rs. 8,59,742.00 has been utilised for puchasing electrical and electronics goods and installation. Rs. 99750.00 has been utilised for purchasing sports meterial. Rs. 27960.00 has been utilised for purchasing Lab equipments. Rs. 96021.00 has been utilised for purchasing sanitization items and Rs. 143400.00 have been utilised for purchasing fire extinguishiner.

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

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

i) IQAC constantly provides encouragement and information to the faculty members for participation in Orientation Programmes, Refresher Courses and Faculty Development Programmes organised by different HRDCs, required for the Career Advancement of faculty members. In 2021-2022 4, 6, & 5 faculty members successfully completed Faculty Development Programme, Faculty Induction Programme, and Refresher Course, respectively in online mode.

ii) IQAC has constantly enhanced Teaching-Learning quality by organizing institutional-level seminars and monitored progress of students by dint of feedback mechanism and parent-teachers meet.

In 2021-22 an Awareness Programme on Intellectual Property Rights under National IP Awareness Mission was organized in collaboration with IQAC at Khatra Adibasi Mahavidyalaya, Khatra. A Student Seminar was organized by the Bengali department on 'Rabindra Poroborti Chhotogolpo'. A Two-Day National Webinar on 'Critical Thinking and Philosophizing' was organized by the department of Philosophy. A One-Day Seminar was jointly conducted by the Commerce department and the Economics department on World Consumer Rights Day under the aegis of IQAC. Furthermore, a Webinar on "Decoding brighter future opportunities after BSc" was organized by Science Departments under the aegis of IQAC. A seminar on World Poetry Day Celebration was organized by Department of English under the aegis of IQAC. One day Interactive Session on NAAC was organized by IQAC.

File Description	Documents
Paste link for additional information	https://kamv.ac.in/seminar_workshop.php
Upload any additional information	View File

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

IQAC of Khatra Adibasi Mahavidyalaya lays emphasis on the development of Learner centric teaching methodology so that improved academic outcomes can be achieved. Each year the college, headed by the IQAC reviews the existing teaching learning system and brings reforms in it so that existing pedagogical system can be improved. Keeping in mind this objective, the college has ensured that continuous evaluation of the students take place throughout the year. Even during the pandemic teachers have ensured that continuous evaluation of the students takes place by taking examination in online mode. Students have been classified on the basis of their performance and accordingly, remedial classes and special classes for backward students have been arranged. Students' feedback have been collected and analyzed and the Mentor-Mentee system has been religiously followed for better academic outcomes.

Due to COVID-19 pandemic application-based learning was not possible in case of many subjects. IQAC, Khatra Adibasi Mahavidyalaya took necessary steps to ensure that field trips, educational tours and projects could be conducted once the college reopened after lockdown. For instance, Department of History conducted field trips to the village of Noadihi, Hatirampur to collect data on Patachitra.

File Description	Documents
Paste link for additional information	http://www.kamv.ac.in/student_satisfaction_survey.php
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

C. Any 2 of the above

**with other institution(s) 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	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

College has taken several initiatives to sensitize stakeholders on gender equity by conducting awareness programmes, counselling sessions, measures to ensure security of students, separate common rooms and Vending Machine for sanitary napkins.

Security personnel have been appointed for safeguarding the entire campus. CCTV cameras have been installed at different places in the college campus for security purpose. ID cards are issued to the students to prevent the entry of outsiders. Grievance Redressal Cell and Internal Complaints Committee (ICC)/ Women's cell work actively in redressing any complaints on gender related issues. In 2021-2022 the Women's Cell took the initiative to celebrate Women's Day on 8.03.2022 to pay respect to the social, economic, and cultural achievements of women from all areas of life and promote gender equality. Yoga sessions for girl students are conducted by experts.

Students, including girls are encouraged to join NCC, NSS and participate in co-curricular activities and outreach activities. Furthermore, girl students have applied and received Kanyasree scholarship from Govt. of West Bengal which encouraged them to continue their studies, thereby reducing dropouts significantly. Even our faculty members have published articles in various reputed peer-reviewed journals and books on women emancipation.

File Description	Documents
Annual gender sensitization action plan	https://kamv.ac.in/naac/dvv/1683715019_Annual%20Gender%20Sensitization%20Action%20Plan.pdf
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	https://kamv.ac.in/naac/dvv/1683715079_DVV%20for%20Specific%20facilities%20provided%20for%20women.pdf

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	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

A number of measures have been initiated to reduce the generation of waste in the college.

1.Solid Waste:

Regular activities of the college generate solid wastes such as paper, plastics, glass, metals, food residue and packaging materials etc. The waste is collected and segregated properly at each level and source. The segregated waste materials are accumulated in separate dustbins based on the possibilities of recyclability and biodegradability of the wastes. The institution vows to diminish plastic use in the college campus and make plastic free college campus. There are electronic wastes as well. Outdated /damaged electronic wastes are mostly disposed of or sometimes repaired and reused.

1. Liquid Waste:

Liquid waste is generated during food preparation from Canteen and Hostel.

Management of solid waste:

i. Dustbins are provided in the campus at various places to keep it neat and clean.

ii. Transport arrangements are made for disposing of solid waste through Municipality.

Management of liquid waste:

i. Drainage System is well maintained for the passage of the liquid waste from Hostel.

ii. Practical labs have taken measures to ensure that all chemicals are diluted before discarding in wash basin.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://kamv.ac.in/naac/dvv/1683782094_Geo%20tagged%20photographs%20of%20the%20facilities.pdf
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:

A. Any 4 or All of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

D. Any 1 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	View File

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-

C. Any 2 of the above

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

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

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

Women's Day Celebration

International Women's Day was celebrated in the college on 8.03.2022 by the Women's Cell in association with NSS.

International Yoga Day

International Yoga Day was celebrated in the college on 21.06.2022. The programme was organized by the Department of Physical Education and the Department of Philosophy in collaboration with NSS Units 1,2,3 and NSS wing.

International Mother Language Day

International Mother Language Day was celebrated in the college on 21/02/2022.

World Poetry Day

The Department of English, KAMV organized a programme on 21st March, 2022 to pay homage to the creative contours of world poetry.

NSS Activities in villages

An Awareness Programme on Dol was conducted by the NSS in the

adopted village Gourmandipur on 17/03/2022. NSS organized a Plantation Programme on International Forest Day in the adopted village Gourmandipur.

Social Awareness Programmes

A Street Drama was conducted on Aids Awareness by the Red Ribbon Club (NSS-Unit II) on 1/12/2021. One day Institutional Level Seminar was organized by the Red Ribbon Club (NSS) on "Motivation for Blood donation and Awareness on Aids" on 31/03/2022. Awareness Programmes on Blood Donation, HIV and TB was conducted by the 3 NSS units on 15/08/2021.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

The College motivates the students to participate in different workshops, lectures, webinars and exhibitions arranged by the college on these issues.

Gender Sensitivity:

Gender sensitivity is a significant part of the curricula of different departments like Philosophy, Political Science, Geography, English and History. International Women's Day was celebrated in the college on 8/03/2022 by the Women Cell (ICC) in association with NSS to promote gender equity.

Human Values:

An Awareness Programme on Intellectual Property Rights under National IP Awareness Mission was organized in collaboration with IQAC Khatra Adibasi Mahavidyalaya, Khatra on 21/02/2022.

Professional Ethics

There is a Code of Conduct applicable for both students and staff, displayed on the college website. The college also advocates fair

practice in examinations, sports, in our daily college life etc. Moreover, NCC also helps to spread professional ethics through various programmes.

Cleaning the Campus

NSS conducted a campus cleaning programme on World Environment Day i.e., on 5th June 2022.

Extension Activities

An Awareness Programme on DoI was conducted by the NSS in the adopted village Gourmandipur on 17/03/2022. NSS organized a Plantation Programme on International Forest Day in the adopted village Gourmandipur.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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 C. Any 2 of the above

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

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

The events that were celebrated in the session 2021-2022 were

- 1) Independence Day (15.08.2021)
- 2) World Aids Day (1.12.2021)
- 3) International Mother Language Day (21.02.2022)
- 4) International Women's Day (8.03.2022)
- 5) World Consumer Rights Day (15.03.2022)
- 6) International Forestry Day (21.03.2022)
- 7) World Poetry Day (21.03.2022)
- 8) World Book and Copyright Day (23.04.2022)
- 9) World Anti-Tobacco Day (31.05.2022)
- 10) World Bicycle Day (3.06.2022)
- 11) World Environment Day (5.06.2022)
- 12) International Yoga Day (21.06.2022)

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	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice 1: Yoga and Meditation: NSS wings, NCC cadets along with the departments of Physical Education and Philosophy arranged yoga practice sessions for the students in the college from 14th May 2022 to 20th May 2022. About 133 volunteers participated in these sessions. International Yoga Day was celebrated on 21st June 2022.

Best Practice 2: Tree Plantation Drive: Plantation Programme was undertaken by the NSS wing of the college on International Forest Day i.e., on 21st March, 2022 in adopted village Gourmandipur. About 45 NSS volunteers participated in this event. Plantation Programme and Campus Cleaning Programme were also organized on International Environment Day i.e., 5th June 2022. About 65 NSS volunteers participated in this event. Saplings were distributed on the occasion of celebration of 75th Independence Day. In the Occasion of 75th Independence Day celebration, 'Van Mahotsav' week were celebrated by NSS Unit-I, II, III, NCC Unit and Afforestation Sub-committee, Khatra Adibasi Mahavidyalaya. Sapling were implanted on ground of college campus and Sapling were distributed to NSS and NCC Volunteers by Afforestation Sub-committee, Khatra Adibasi Mahavidyalaya. The Jagadish Chandra Bose Eco Club of the college organized plantation programme on International Forest Day in 2022.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Giving back to society: College life is not just about academics, it is also about sensitising students to contribute in the interest of society for making it a better place to live in. In this session of 2021-2022, college has given priority to promote extension activities through NSS volunteers and NCC cadets as it was difficult to reach out to adopted villages during COVID-19 pandemic lockdown. Hence in this session, NSS organized a seminar on "Awareness on Blood Donation" and "HIV Awareness" on 15/08/2022 and a TB Awareness Programme on the same day in the adopted village. NSS organized an Awareness Campaign on DoI in the adopted village Gourmandipur on 17/03/2022. NSS arranged a Plantation Programme on International Forest Day on 21/03/2022. The Red Ribbon Club of the NSS organized a One Day Institutional Level Seminar on Awareness on Aids through Street-play. NSS conducted a Rally for Celebration on Anti Tobacco Day and organized a Seminar on 31/05/2022. NSS organized a Bi-cycle Rally on World Bi-cycle Day on 3.06.2022. NSS organized a Plantation Programme and Campus Cleaning Programme on International Environment Day i.e., 5/06/2022. NSS and NCC celebrated International Yoga Day on 21/06/2022. NCC also organised blood donation camp.

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 strictly follows the CBCS syllabus prescribed by Bankura University. Prior to the beginning of an academic session, the routine sub-committee along with the departmental heads frame the routine, which is circulated via the Website and notice board display. Syllabus distribution in each semester is done in the departmental meetings. After one month of teaching, again departmental meetings are held with class representatives discussing the areas that require more focus, attendance of students and their overall feedback. Thereafter, grievances of the students for the overall improvement of the academic ambiance of the institution are initially tabulated and are later on addressed in the departmental meetings for possible solutions and if required are referred to the Head of the Institution for needful action.

During Covid 19 pandemic, classes were mainly organized online through Google Meet via college ERP. Audio and video recordings of some lectures were also circulated among the students through WhatsApp or uploaded to YouTube. Furthermore, our teachers uploaded the learning materials in college ERP. On completion of assigned topics, teachers provided online multiple assignments to the students to evaluate their progress. Some of the Departments organized special lectures and webinars for the benefit of the students.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.khatracollegeadmission.in/student_login.aspx

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

On the basis of the curriculum guidance under the CBCS syllabus pattern, the academic calendar of the Institution is prepared by the Head of the Institution and a panel of experts comprising the senior faculty members as per the instructions and guidance provided by our affiliating University i.e., Bankura University. This academic calendar is prepared at the beginning of each semester and strategies for Continuous Internal Evaluation of every student in each department of the college are outlined here. Class tests (written), Unit tests, as well as surprise tests, are conducted on a regular basis. All the departments of our college conducted online internal examinations throughout 2021. Emphasis is given on the percentage of attendance of the students in class and in other activities and Parent-Teacher Meets are organized to discuss the progress of each student in class, his/her attendance percentage etc. After completion of the internal examination, the Principal conducts a meeting with the HODs to discuss the student's performance and take steps for further improvement. Visits by faculty from other educational institutions and participation in intra-college sports and cultural events help in the overall development of the students. For all theoretical and practical courses, separate continuous evaluation procedures are followed.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://kamv.ac.in/academic_calendar.php

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

26

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

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

0

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

0

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

1.3 - Curriculum Enrichment

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

To sensitize the learners and augment their knowledge about gender equality, human rights, environmental issues, there are specific committees such as the Woman Cell, Eco Club, NCC units, NSS units, etc.

Gender Sensitivity:

Gender sensitivity features in the syllabi of different departments like Philosophy, English, Political Science, Geography and History. The Women Cell of the college took initiative to celebrate International Women's Day on 8th March 2022. The English department of the college also organized a programme on International Women's Day.

Environment and Sustainability:

To make students aware about important environmental issues, various workshops, seminars, lectures etc are organized in the college. World Environment Day and International Forest Day were celebrated in the college by the NSS. Plantation programmes and Campus Cleaning programmes were organized on these two days. Tree plantation programme was also organized by the Jagadish Chandra Bose Eco club of the college on 21/03/2022.

Human Values:

The significance of human values is transmitted through topics in the syllabus of the different departments such as Bengali, Sanskrit, English, Education, Economics, Political Science, Philosophy etc. Regular seminar, workshop on intellectual property rights is organized by our college to inculcate human values among students. Eminent people are invited to deliver

speeches to motivate the students about human values. An Awareness Programme on Intellectual Property Rights under National IP Awareness Mission was organized in collaboration with IQAC Khatra Adibasi Mahavidyalaya, Khatra on 21st February 2022.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

7

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

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

50

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://kamv.ac.in/images/uploads/1.4.1_Student%20Feedback.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1815

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

995

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

Special initiatives are taken by the teachers to identify the advanced learners and slow learners. The meritorious students are given additional academic assignments and are encouraged to study reference books besides the text books so that they can improve their purview of knowledge. They are also encouraged to take part in debate and seminar presentation using PPT which will develop their presentation skills and give them the confidence of facing the audience. On the other hand, the faculty members of each department take special care of the slow learners. The faculty members devote additional time to discuss those topics which the slow learners have failed to understand. They are provided with additional explanation and examples so that they can clearly understand a topic. The advanced learners are asked to help the slow learners in understanding those modules of a particular paper through discussions among themselves. Remedial classes are arranged for the slow learners so that they can overcome their difficulties and pass in the End Semester Examination. Internal Assessments and Home Assignments help to assess the progress of the slow learners.

File Description	Documents
Link for additional Information	https://kamv.ac.in/e_materials.php
Upload any additional information	View File

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

Number of Students	Number of Teachers
2746	25

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Different departments of the college organize seminars, exhibitions, and workshops that make the learning process enjoyable and offer new insights to the students. There is a museum in the History department of the college. Visits to the museum give the students first-hand knowledge in many areas. The laboratories of the college are equipped with the necessary equipment and the timetables for the practical-based subjects are framed in such a way that students get maximum exposure to hands-on practical work in the laboratories. Field Trips are frequently conducted for students of the Geography and History departments. Moreover, some subjects have Project Work as part of their syllabus. The Field Trips and Project Work give the opportunity to tackle real-world issues and solve the queries that arise in the theory classes. The Language Laboratory provides practical training to students of English department. These application-based techniques make learning fruitful.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://kamv.ac.in/seminar_workshop.php

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description

in maximum of 200 words

All teachers of the college use ICT-based teaching techniques such as the use of a Laptop for PowerPoint Presentations, College ERP as LMS, Graphic Tablet, E-books, E-notes. There are 3 ICT-enabled classrooms in the college and 1 Smart Classroom in the college. There is 24x7 Wi-Fi facility in the college for enabling the teachers to prepare PPTs and other online teaching learning materials. E-resources and techniques used by the teachers in the college include Teleconference Call & Google Meet platform, and Screen Sharing (Interactive). E-notes are uploaded in the college ERP and E-resources are uploaded in the college website so that students can access them anytime even after college hours.

The college has a membership of INFLIBNET (N-LIST). Teachers also send notes and materials to students through email. During the Covid 19 pandemic in 2021 regular classes, as well as internal examinations, were conducted by the teachers in online mode through college ERP. During the pandemic, the college also has formulated mechanisms for online evaluation procedures.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.kamv.ac.in/e_materials.php

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

47

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

2.4 - Teacher Profile and Quality

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

25

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

15

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**

157

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

2.5 - Evaluation Process and Reforms

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

The college follows the directives issued by the Bankura University regarding the holding of examinations. Students enrolled under the newly introduced CBCS, have to appear in Internal Exam of 10 marks. Continuous evaluation of students through internal examinations help to identify the weaknesses of individual students and necessary actions may be undertaken by the teachers before End Semester Examination. After evaluation of the answer scripts students are made aware of their mistakes so that they can rectify them before the final exam. Internal Assessment examinations serve as practice sessions before the final exam. The meritorious students are motivated by the teachers to work harder for the final so that they may perform even better than the internal exam in the End Semester Exam. During the Covid 19 pandemic internal assessment tests were conducted in online mode (as per directives of Bankura University) using college ERP. The answer scripts were collected using college ERP as well. The answer scripts were corrected and marks were uploaded in the university portal in online mode. Conducting the internal assessment tests using the college ERP helped to maintain a transparent and hassle-free examination procedure.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.khatracollegeadmission.in/student_login.aspx

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

The Examination Sub Committee takes utmost care in maintaining transparency in case of internal examination. Students have to appear for a 10 marks internal examination for each paper as per the guidelines set by Bankura University. Students are informed about the schedule of the internal examination well ahead and the procedure of submitting the manuscripts (especially in case of the online mode through college ERP during the time of pandemic in 2021-2022 session) is also well explained to the students through Notices issued by the college and displayed in the

college website. Question papers for internal examination are set following the University guidelines. The faculty members evaluate the answer script and upload the marks in the University portal within the stipulated time. Separate notices are issued for Practical Examinations and are uploaded in the college website for referral of students. In case students have any grievance about the internal examination, they inform the concerned subject teacher who conveys the information to the Exam Subcommittee for proper redressal.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The syllabus of each course to be taught in the college is prepared by the Board of Studies of the affiliating university (Bankura University). The syllabus of each course is available in the college website. The Head of each department of the college (HOD) calls for a departmental meeting at the beginning of each academic year regarding the distribution of syllabus to the faculty members. Each department prepares Programme Outcomes (POs), Programmes Specific Outcomes (PSOs) and Course Outcomes (COs). The college website is comprehensive and programme outcomes for every course offered in every subject is uploaded on the college website (kamv.ac.in). Details of the courses offered in the college, details of each department of the college, details of teaching staff of each department, Academic Calendar and Course and Programme Outcomes of each course are displayed in the college website. The Course Plans including the ICT enabled tools to be used in teaching are prepared by the faculty members keeping in mind the Course Outcomes and Programme Outcomes to be achieved.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.kamv.ac.in/course_outcome.php
Upload COs for all courses (exemplars from Glossary)	View File

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

Evaluation of the attainment of the Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (Cos) is an important responsibility of the college. Attainment of the Course Outcomes can be directly assessed through internal examinations and end semester examinations. Question papers are set for the internal examination keeping in mind the Course Outcomes and how far the Course Outcomes have been achieved can be assessed after evaluation of the answer scripts. The results of the final examinations are used to measure the attainment of POs and COs in each subject. Student teacher interaction within the classroom as well as outside the classroom also helps to assess the attainment of Course Outcomes.

Attainment of POs and COs can also be evaluated through feedback collected from students specially the End Semester students. Feedback of the teachers may also be analysed to identify the extent of attainment of POs and COs. Successful placement of students in jobs after passing out from the college can also be a yardstick for evaluating the assessment of POs and COs. Result analysis by the subject teachers can guide the teachers regarding the achievement of POs and COs.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://kamv.ac.in/course_outcome.php

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

579

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://kamv.ac.in/images/uploads/1.4.1_Student%20Feedback.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

6

File Description	Documents
Report of the event	View File
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

3

File Description	Documents
Any additional information	View File
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

17

File Description	Documents
Any additional information	View File
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

Every individual has some responsibility towards the society. College has 3 active NSS and NCC wings. Various extension programmes are carried out by NSS, NCC and different departments of the college every year. A Vaccination Awareness Programme was conducted by the NSS in the adopted village Gourmandipur on 25/09/2021. A Street Drama was conducted on Aids Awareness by the Red Ribbon Club (NSS-Unit II) on 1/12/2001. One day Institutional Level Seminar was organized by the Red Ribbon Club (NSS) on Motivation for Blood donation and Awareness on Aids on 31/03/2022. Awareness Programmes on Blood Donation, HIV and TB was conducted by the 3 NSS units of the college. The Departments of Philosophy and Physical Education along with the 3 NSS units celebrated International Yoga Day in collaboration with IQAC on 21st June 2022. International Women's Day was celebrated in the college on 8/03/2022 by the Women Cell (ICC) in association with NSS. College takes necessary steps to preserve the greenery in the college campus by planting trees. Tree Plantation programmes and Campus Cleaning Programmes were organized by the NSS wings of the college on World Environment Day and International Forest Day.

File Description	Documents
Paste link for additional information	https://kamv.ac.in/nss.php
Upload any additional information	View File

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

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

0

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

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

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

12

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

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

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

1247

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

3.4 - Collaboration

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

0

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

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

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

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	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college, with a campus 24 acres, has adequate infrastructural facilities to cater to the students. In 2021-2022 the total number of students enrolled in the college was 2174. There are 28 classrooms, 11 laboratories and 1 seminar hall and 1 conference hall. There are 2 classrooms with LCD facilities. Wi-Fi facilities are available in the entire campus including the classrooms. There are 2 common rooms. For differently abled students ramps are attached to classroom. There are 15 toilets in the college campus in total. 7 toilets are there for girls. There are 2 playgrounds in the campus. There are two Boys' Hostels and there is a State Govt. managed central Hostel for S.T. community. There is one Girls' Hostel. The library is partially automated and the ILMS software used is SOUL 2.0. There are about 33798 books, 2 Peer reviewed journals, E-books, e-journals, reference books, CDSs and Videos present in the library. Facilities for searching e-database from National Digital Library of India (NDL), INFLIBNET (N-LIST) are available. There is a Language Lab, a modern gymnasium, an institutional museum and a number of science laboratories in the college. There are 2 generators in the college.

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

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

Our college has 2 playgrounds adjacent to the library building. Annual Sports including Marathon race are held every year headed by the Physical Education department. There are facilities for indoor games like carrom, table tennis etc. for students (boys' and girls') and for teaching and non-teaching staff. The gymnasium has many modern types of equipment physical fitness and training of the students, teachers and non-teaching staff. Halls, large classrooms and open spaces are used for different cultural programmes being organised by the college. Students participate in various Social and Cultural Activities. The Students' Union (Chhatra Samsad) actively helps the college authority in arranging the Social and Cultural Meets like welcoming of the

freshers, celebration of Teachers' Day, Birthdays of Noble Personalities, Saraswati Puja, Bosonto Utsav, Annual Cultural Programmes. The college Magazine 'Uttaran' and Wall Magazine 'Dhanshish' from Bengali Department are published on regular basis.

File Description	Documents
Upload any additional information	View File
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.

2

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

22

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kamv.ac.in/naac/dvv/1678437520_4.1.3_Link.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

93.14

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The Central Library of Khatra Adibasi Mahavidyalaya is partially automated with the library management software as computerization is done using SOUL 2.0 software. On an average 90 books are issued and 50 books returned per day. Though due to COVID pandemic situation last two years issue return rate is not so high. Recently we have created a portal of our central library though the works in the portal is still going on. On an average 05 faculty members and 15 Students visit the library everyday. There are 10 computers in the library is in active mode. Our central library is open on every working day from 10 A.M to 5 P.M. The library has a stock of 33807 books and 05 journals subscribed for. We also have subscribed to NLIST-INFLIBNET program to be enriched with ample amount of econtents. Except college fund our institution purchases books from different grants such as RUSA grants and different government grants. During last three years. 3451 books are added and there is plan to add some more journals. Recently our library has become two storied with a large area above 4500sq.ft. We have a full-time librarian, a contractual library assistant and a full-time library peon. The sitting capacity in the library room is 30.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://www.kamv.ac.in/library_profile.php

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

D. Any 1 of the above

resources	
File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
0.26	
File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
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	
21	
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	
There are 24x7 wi-fi facilities in library, classrooms, IQAC room, office and teacher's common room. The library provides facilities for searching e-database from National INFLIBNET (N-	

LIST). The college has own Enterprise Resource Planning abbreviated as ERP system embedded in the college website; which is a software-mediated integrated & unique data management system for conducting both administrative and academic processes, often in real time. The software manages and integrates financial issues, anykind of risk mitigations (e.g., reduction of the threats generated in academic continuity in present COVID-19 pandemic situation), reflections of resilience data & agility of the institute. It is the platform where the students can realize the ERP infrastructure as a Learning Management System (LMS) which is highly user-friendly. During the time of pandemic all online classes, as well as internal and end semester examinations, were held through college ERP. The college has introduced android version of ERP (CAM 4.0). The college has introduced College ERP Mobile App in 2022 for further assistance to teachers and students. During the pandemic the college has also organized webinars and lectures in online mode using Google Meet platform.

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

4.3.2 - Number of Computers

42

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

18.13

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
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.

Grant now has been further upgraded with the assistance recently released by Govt. of W.B. in order to facilitate Degree Science Students (General). A perfect utilization of RUSA grant can be visualized with the extension of the infrastructure and the laboratory equipment for science departments.

Library: Journal/Magazine, Daily Newspapers are subscribed on a regular basis in the library. Users are given awareness about digital database like NLIST. Library subscribes many magazines related to current affairs which help students to prepare for competitive exams.

Sports: Sports equipment are purchased as and when required. Players are provided with different essential playing kits and jerseys from college. The college has two big play grounds and a well-maintained multi-Gym.

Computer: The smartclassroom is provided with laptop and projector facilities. Most of the departments are provided with laptops as well. Desktops are present in many departments which departmental teachers as well as students can access.

Classroom: Very recently the college has extended its infrastructural facilities for taking classes, holding

examinations and other supportive services (such as, Geography Laboratory, Generator shed, modern toilets for Boys' and Girls' and Vehicle garage etc.)

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://www.kamv.ac.in/rusa.php

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

2635

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

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

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

322

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	E. none of the above
File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
50	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
50	
File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	A. All of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

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

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

5.2.2.1 - Number of outgoing student progression to higher education

76

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

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

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

2

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

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

0

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

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

The college had an elected Students' Council till 2016 to officially represent all the students of the college both within the institution and also at local, state and national levels.

When the Students' Council was operative, student representation was mandatory in various sub-committees such as Magazine sub-committee, Games and Sports sub-committee, Cultural sub-committee, Anti-ragging sub-committee, Student Welfare sub-committee, Student aid sub-committee and Vishakha.

Students participate in various cultural, co-curricular and extracurricular activities throughout the year which develop their leadership quality. Some of the important Sports and cultural activities / competitions organised at the institution level during the year 2021-2022 were Basanta Utsav, International Women's Day Celebration, Rabindra Najrul Jayanti Celebration, Independence Day Observation, Netaji Birth Anniversary Observation, Republic Day Observation, Saraswati Puja Celebration, International Yoga Day Celebration, International Mother Language Day Celebration, College Sports.

Students have representation in advisory body of NSS and NCC. NSS and NCC organised various awareness programmes. In 2021-2022 the Red Ribbon Club organized a one-day institutional level seminar on Motivation for Blood Donation and Awareness on AIDS, a Street Drama on AIDS Awareness on World Aids Day. NSS also organized Awareness Programme on Blood Donation, HIV and AIDS.

File Description	Documents
Paste link for additional information	https://kamv.ac.in/nss.php
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

11

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

5.4 - Alumni Engagement

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

The Alumni Association has not been registered yet. However, we have organised Alumni Meet twice for ensuring its formation. In both the Alumni meets, there was an encouraging number of presence who are ready to offer their respective skills and ideas for the benefit of the progress of the college. We are in the process of ensuring alumni registration in the upcoming session. We have also arranged for a room for the alumni association. We have also allotted a virtual space/tab on the college website for alumni online enrollment for membership.

File Description	Documents
Paste link for additional information	https://kamv.ac.in/college_alumni.php
Upload any additional information	View File

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

The Governing Body is the apex administrative body of the College. It comprises of the President, Principal, Teacher's Representatives, Govt. Nominee, University Nominee and Non-teaching representatives. The governing body takes into account the recommendations of IQAC while framing important policies. The GB entrusts the responsibility of fulfilling all academic and administrative duties to the Teacher's Council and various other sub-committees. Opinion of the non-teaching staff members are taken into account while framing all important policies of the institution.

Every department of the college enjoys the freedom to take decisions regarding departmental matters.

IQAC strives hard to improve the teaching-learning process by introducing ICT enabled teaching, organization of seminars and workshops addressing the needs of students as well as teachers and upgrading the library facilities of the college. In 2021-2022 a number of seminars and webinars were organized under the aegis of IQAC which include An Awareness Programme on Intellectual Property Rights under the National IP Awareness Mission, a Two-Day National Webinar on 'Critical Thinking and Philosophizing' organized by the Department of Philosophy, a One-Day Seminar jointly conducted by the Commerce Department and the Economics department on World Consumer Rights Day.

File Description	Documents
Paste link for additional information	http://www.kamv.ac.in/naac/dvv/1684325827_6.1.1.pdf
Upload any additional information	View File

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

Admission in undergraduate courses is a prominent example of decentralization and participative management in the institution. An Admission Sub-Committee is formed headed by a teacher who acts as Convener of the sub-Committee and other faculty members who act as Members.

After the publication of Higher Secondary results, the Admission Sub-Committee decides the admission criteria for different subjects in compliance with the guidelines of Higher Education Department of State Government as well as of the affiliating University. A formal notification is published on the college website and applications are invited through the online admission portal of the College. The entire process of receiving and shortlisting applications is done online, ensuring complete transparency. Students' admission is conducted strictly on the basis of merit. The reservation policy of the State Government is strictly followed. Fees are collected online through Pay U Money Gateway. On receipt of the application from the students, draft merit lists are prepared. After verification, the final list is published in the college admission portal for provisional admission of the students. In the academic session 2020-2021 this online admission process was particularly very helpful for both the college and the students. All teachers and non-teaching staff are employed in the verification process.

File Description	Documents
Paste link for additional information	http://www.kamv.ac.in/naac/dvv/1684328392_6.1.2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has already introduced its own Enterprise Resource Planning abbreviated as ERP system embedded in the college website from 2018. It is the platform where the students can realize the ERP infrastructure as a Learning Management System (LMS) which is highly user-friendly. During the lockdown period all online classes were conducted using the college ERP. During the lockdown period all the Internal Examinations & final Semester Examinations were being conducted via ERP for both the

regular & SNC students in accordance with the time schedule provided by Bankura University.

Students can view all the notices relevant to them from their login page. Students will pay their fees via ERP.

The college has introduced ERP mobile app CAMS in this session 2021-22. This app is very easy to open. It can be used to upload study materials by teachers and download study materials by students. Teachers can set up their online classes using CAMS. Using CAMS teachers can also download answer scripts submitted by the students. In the future students will pay their fees from this app and also get many attractive features from this app. The college is very hopeful about the development of this app to make e-learning attractive and joyful.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
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 College functions as per statute of the affiliating university and guidelines issued from time to time by the Higher Education Department of the Govt. of West Bengal.

The apex administrative body of the college is the Governing Body. The GB has 10 members in all which includes.

Decisions on all important administrative and academic issues are undertaken by the Governing Body in compliance with the recommendations of IQAC and other statutory and non-statutory sub-committees.

The Principal assesses the feasibility of all financial projects with the help of the Bursar before the President endorses the same. The Principal gets assistance from the Heads of different departments, the IQAC Coordinator, the Teachers' Council Secretary, the Head Clerk and the Accountant to assist him.

There is an effective Grievance Redressal Mechanism Cell along with the Women's Cell, Anti-Ragging Cell.

Service rules and procedures are guided by the Bankura University Statutes and the rules of the State Government as amended from time to time in this regard. The Promotion of the teachers recruited on permanent posts is guided by the Career Advancement Scheme (CAS) of UGC.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

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	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The college has devised various welfare measures for teaching and non-teaching staff. Most of these measures are those which have been propounded by the state government and some have been introduced by the college itself.

Teaching and non-teaching staff of the college are entitled to avail of Casual Leave, Earned Leave, and Medical leave as per the

policy of government. The female faculty members can avail of Maternity Leave and Child Care Leave as per the rules and regulations of the government.

Paternity Leave for male faculty members of the college has also been introduced. Duty leave is given to teachers for attending Refresher/Orientation Courses, conferences, seminars, workshops etc. There is also a provision for Special Leave for exigencies.

The teaching staff may opt for West Bengal Govt. Health Scheme and for the non-teaching staff, there is the Sasthya Sathi scheme of the govt.

The college provides loans from Provident Fund to substantive employees of both categories.

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)	View File

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

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

0

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

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

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

14

File Description	Documents
IQAC report summary	View File
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

As a first step towards Performance Appraisal of teaching and non-teaching staff Attendance Registers for both teaching and non-teaching staff are maintained in the Principal's office.

A separate Leave Register is also maintained to record Leaves (Casual Leave, Medical Leave, Earned Leave etc.) enjoyed by a teacher. A Leave Register is also maintained under the supervision of the Head Clerk for non-teaching staff.

Student feedback is taken every year/semester to review the performance of teaching staff and necessary appraisal is done.

The institution follows a Performance based Appraisal System for the teaching staff as mandated by the Directorate of Higher Education, Government of West Bengal. The promotion of teaching staff strictly adheres to the norms laid down by UGC under the API scheme of promotion. The self-appraisal and the API score claims are verified by the IQAC and forwarded to the Principal who scrutinizes them and if satisfied, places the same before the Governing Body for recommendation for being forwarded to the Directorate of Higher Education, West Bengal for career advancement.

The Institution promotes its non-teaching staff according to the time scale as per the guidelines of the Government of West Bengal and after consideration of their performance in the college.

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

6.4 - Financial Management and Resource Mobilization

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

The College has provisions for regular external financial and academic audit. The accounts of the College are audited regularly at the end of each financial year following Government Rules. The External Audit of the College is conducted by the Finance Department, Govt. of West Bengal. The Finance Committee of the College reviews the financial transactions and status of the College at regular basis. The committee approves the projects/schemes considering the priority and financial liability. The institution conducts external audit on regular basis. The external audit of the College is completed up to the FY 2021-22. After the expiry of a financial year, the accounts

are got to be prepared to face audit externally. The auditors are suggested and appointed by the State Government through the Department of Higher Education. The College has no opportunity to choose auditor in this regard. After conducting the audit work, initiatives have been taken to rectify the errors, mistakes and processes not properly followed, if any, as detected by the auditors. The auditor's suggestions, and advice are welcome for upgrading financial activities.

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

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

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

0

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

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

All major proposals which involve utilisation of college fund are duly approved by finance sub committee and submitted to the Governing Body for its final approval. If the GoverningBody approves the proposal, the project is implemented as per finance rule of the Govt. of West Bengal.

The college has not received any Govt Grant for construction, renovation and purchahse of any equipments in this 2021-21The college authority has taken initiatives to construct, renovate and purchase of electrical goods, chemicals, lab equipments and other essential commodities for the purpose of the development of

collegefrom college fund.

Rs. 24,12,510.00 has been utilised for the new construction of boundary wall of college, UGC Girls Hostel and renovation of Principal,s chamber. Rs. 8,59,742.00 has been utilised for puchasing electrical and electronics goods and installation. Rs. 99750.00 has been utilised for purchasing sports meterial. Rs. 27960.00 has been utilised for purchasing Lab equipments. Rs. 96021.00 has been utilised for purchasing sanitization items and Rs. 143400.00 hase been utilised for purchasing fire extinguishiner.

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

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

i) IQAC constantly provides encouragement and information to the faculty members for participation in Orientation Programmes, Refresher Courses and Faculty Development Programmes organised by different HRDCs, required for the Career Advancement of faculty members. In 2021-2022 4, 6, & 5 faculty members successfully completed Faculty Development Programme, Faculty Induction Programme, and Refresher Course, respectively in online mode.

ii) IQAC has constantly enhanced Teaching-Learning quality by organizing institutional-level seminars and monitored progress of students by dint of feedback mechanism and parent-teachers meet.

In 2021-22 an Awareness Programme on Intellectual Property Rights under National IP Awareness Mission was organized in collaboration with IQAC at Khatra Adibasi Mahavidyalaya, Khatra. A Student Seminar was organized by the Bengali department on 'Rabindra Poroborti Chhotogolpo'. A Two-Day National Webinar on 'Critical Thinking and Philosophizing' was organized by the department of Philosophy. A One-Day Seminar was jointly conducted by the Commerce department and the Economics department on World

Consumer Rights Day under the aegis of IQAC. Furthermore, a Webinar on "Decoding brighter future opportunities after BSc" was organized by Science Departments under the aegis of IQAC. A seminar on World Poetry Day Celebration was organized by Department of English under the aegis of IQAC. One day Interactive Session on NAAC was organized by IQAC.

File Description	Documents
Paste link for additional information	https://kamv.ac.in/seminar_workshop.php
Upload any additional information	View File

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

IQAC of Khatra Adibasi Mahavidyalaya lays emphasis on the development of Learner centric teaching methodology so that improved academic outcomes can be achieved. Each year the college, headed by the IQAC reviews the existing teaching learning system and brings reforms in it so that existing pedagogical system can be improved. Keeping in mind this objective, the college has ensured that continuous evaluation of the students take place throughout the year. Even during the pandemic teachers have ensured that continuous evaluation of the students takes place by taking examination in online mode. Students have been classified on the basis of their performance and accordingly, remedial classes and special classes for backward students have been arranged. Students' feedback have been collected and analyzed and the Mentor-Mentee system has been religiously followed for better academic outcomes.

Due to COVID-19 pandemic application-based learning was not possible in case of many subjects. IQAC, Khatra Adibasi Mahavidyalaya took necessary steps to ensure that field trips, educational tours and projects could be conducted once the college reopened after lockdown. For instance, Department of History conducted field trips to the village of Noadihi, Hatirampur to collect data on Patachitra.

File Description	Documents
Paste link for additional information	http://www.kamv.ac.in/student_satisfaction_survey.php
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	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

College has taken several initiatives to sensitize stakeholder on gender equity by conducting awareness programmes, counselling sessions, measures to ensure security of students, separate common rooms and Vending Machine for sanitary napkins.

Security personnel have been appointed for safeguarding the entire campus. CCTV cameras have been installed at different places in the college campus for security purpose. ID cards are issued to the students to prevent the entry of outsiders.

Grievance Redressal Cell and Internal Complaints Committee (ICC)/ Women's cell work actively in redressing any complaints on gender related issues. In 2021-2022 the Women's Cell took the initiative to celebrate Women's Day on 8.03.2022 to pay respect to the social, economic, and cultural achievements of women from all areas of life and promote gender equality. Yoga sessions for girl students are conducted by experts.

Students, including girls are encouraged to join NCC, NSS and participate in co-curricular activities and outreach activities. Furthermore, girl students have applied and received Kanyasree scholarship from Govt. of West Bengal which encouraged them to continue their studies, thereby reducing dropouts significantly. Even our faculty members have published articles in various reputed peer-reviewed journals and books on women emancipation.

File Description	Documents
Annual gender sensitization action plan	https://kamv.ac.in/naac/dvv/1683715019_Annual%20Gender%20Sensitization%20Action%20Plan.pdf
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	https://kamv.ac.in/naac/dvv/1683715079_DVV%20for%20Specific%20facilities%20provided%20for%20women.pdf

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	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

A number of measures have been initiated to reduce the generation of waste in the college.

1. Solid Waste:

Regular activities of the college generate solid wastes such as paper, plastics, glass, metals, food residue and packaging materials etc. The waste is collected and segregated properly at each level and source. The segregated waste materials are accumulated in separate dustbins based on the possibilities of recyclability and biodegradability of the wastes. The institution vows to diminish plastic use in the college campus and make plastic free college campus. There are electronic wastes as well. Outdated /damaged electronic wastes are mostly disposed of or sometimes repaired and reused.

1. Liquid Waste:

Liquid waste is generated during food preparation from Canteen and Hostel.

Management of solid waste:

- i. Dustbins are provided in the campus at various places to keep it neat and clean.
- ii. Transport arrangements are made for disposing of solid waste through Municipality.

Management of liquid waste:

- i. Drainage System is well maintained for the passage of the liquid waste from Hostel.
- ii. Practical labs have taken measures to ensure that all chemicals are diluted before discarding in wash basin.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://kamv.ac.in/naac/dvv/1683782094_Geo%20tagged%20photographs%20of%20the%20facilities.pdf
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: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. Landscaping with trees and plants 	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and	D. Any 1 of the above

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

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	View File

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	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Women's Day Celebration

International Women's Day was celebrated in the college on 8.03.2022 by the Women's Cell in association with NSS.

International Yoga Day

International Yoga Day was celebrated in the college on 21.06.2022. The programme was organized by the Department of Physical Education and the Department of Philosophy in collaboration with NSS Units 1,2,3 and NSS wing.

International Mother Language Day

International Mother Language Day was celebrated in the college on 21/02/2022.

World Poetry Day

The Department of English, KAMV organized a programme on 21st March, 2022 to pay homage to the creative contours of world poetry.

NSS Activities in villages

An Awareness Programme on Dol was conducted by the NSS in the adopted village Gourmandipur on 17/03/2022. NSS organized a Plantation Programme on International Forest Day in the adopted village Gourmandipur.

Social Awareness Programmes

A Street Drama was conducted on Aids Awareness by the Red Ribbon Club (NSS-Unit II) on 1/12/2021. One day Institutional Level Seminar was organized by the Red Ribbon Club (NSS) on "Motivation for Blood donation and Awareness on Aids" on 31/03/2022. Awareness Programmes on Blood Donation, HIV and TB was conducted by the 3 NSS units on 15/08/2021.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

The College motivates the students to participate in different workshops, lectures, webinars and exhibitions arranged by the college on these issues.

Gender Sensitivity:

Gender sensitivity is a significant part of the curricula of different departments like Philosophy, Political Science, Geography, English and History. International Women's Day was celebrated in the college on 8/03/2022 by the Women Cell (ICC) in association with NSS to promote gender equity.

Human Values:

An Awareness Programme on Intellectual Property Rights under National IP Awareness Mission was organized in collaboration with IQAC Khatra Adibasi Mahavidyalaya, Khatra on 21/02/2022.

Professional Ethics

There is a Code of Conduct applicable for both students and staff, displayed on the college website. The college also advocates fair practice in examinations, sports, in our daily college life etc. Moreover, NCC also helps to spread professional ethics through various programmes.

Cleaning the Campus

NSS conducted a campus cleaning programme on World Environment Day i.e., on 5th June 2022.

Extension Activities

An Awareness Programme on Dol was conducted by the NSS in the

adopted village Gourmandipur on 17/03/2022. NSS organized a Plantation Programme on International Forest Day in the adopted village Gourmandipur.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

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

The events that were celebrated in the session 2021-2022 were

1) Independence Day (15.08.2021)

- 2) World Aids Day (1.12.2021)
- 3) International Mother Language Day (21.02.2022)
- 4) International Women's Day (8.03.2022)
- 5) World Consumer Rights Day (15.03.2022)
- 6) International Forestry Day (21.03.2022)
- 7) World Poetry Day (21.03.2022)
- 8) World Book and Copyright Day (23.04.2022)
- 9) World Anti-Tobacco Day (31.05.2022)
- 10) World Bicycle Day (3.06.2022)
- 11) World Environment Day (5.06.2022)
- 12) International Yoga Day (21.06.2022)

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	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice 1:Yoga and Meditation: NSS wings, NCC cadets along with the departments of Physical Education and Philosophy arranged yoga practice sessions for the students in the college from 14th May 2022 to 20th May 2022. About 133 volunteers participated in these sessions. International Yoga Day was celebrated on 21st June 2022.

Best Practice 2: Tree Plantation Drive: Plantation Programme was undertaken by the NSS wing of the college on International Forest Day i.e., on 21st March, 2022 in adopted village Gourmandipur. About 45 NSS volunteers participated in this event. Plantation Programme and Campus Cleaning Programme were also organized on International Environment Day i.e., 5th June 2022. About 65 NSS volunteers participated in this event. Saplings were distributed on the occasion of celebration of 75th Independence Day. In the Occasion of 75th Independence Day celebration, 'Van Mahotsav' week were celebrated by NSS Unit-I, II, III, NCC Unit and Afforestation Sub-committee, Khatra Adibasi Mahavidyalaya. Sapling were implanted on ground of college campus and Sapling were distributed to NSS and NCC Volunteers by Afforestation Sub-committee, Khatra Adibasi Mahavidyalaya. The Jagadish Chandra Bose Eco Club of the college organized plantation programme on International Forest Day in 2022.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Giving back to society: College life is not just about academics, it is also about sensitising students to contribute in the interest of society for making it a better place to live in. In this session of 2021-2022, college has given priority to promote extension activities through NSS volunteers and NCC cadets as it was difficult to reach out to adopted villages during COVID-19 pandemic lockdown. Hence in this session, NSS organized a seminar on "Awareness on Blood Donation" and "HIV Awareness" on 15/08/2022 and a TB Awareness Programme on the same day in the adopted village. NSS organized an Awareness Campaign on Dol in the adopted village Gourmandipur on 17/03/2022. NSS arranged a Plantation Programme on International Forest Day on 21/03/2022. The Red Ribbon Club of the NSS organized a One Day Institutional Level Seminar on Awareness on Aids through Street-play. NSS conducted a Rally for Celebration on Anti Tobacco Day and organized a Seminar on 31/05/2022. NSS organized a Bi-cycle Rally on World Bi-cycle Day on 3.06.2022. NSS organized a Plantation Programme and Campus Cleaning Programme on International Environment Day i.e., 5/06/2022. NSS and NCC celebrated

International Yoga Day on 21/06/2022. NCC also organised blood donation camp.

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

7.3.2 - Plan of action for the next academic year

Future plans of action for the next academic year include:

- 1) Registration of the Alumni Association of the college.
- 2) Introduction of Add on / Certificate courses on Spoken Sanskrit, Spoken English, Yoga etc.
- 3) Academic collaboration with other institutions and sign MOU.
- 4) Establish industry-academia linkage to provide job training and internship opportunities to the students.
- 5) Upgradation of library (KOHA).
- 6) Procure more new books in the library as per the CBCS syllabus.
- 7) To prepare and apply for National Institutional Ranking Framework (NIRF) in 2023.
- 8) Provide encouragement and financial help to promote research activities in the college where teachers as well as students can get involved.
- 9) To promote more social activities and awareness programmes by NSS in local areas and adopted villages.
- 10) To facilitate coaching of SSC and combined service examination.
- 11) To establish facilities in our college for developing e-contents and contribute to the portals like Swayam and e-pathshala.

