



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution	KHATRA ADIBASI MAHAVIDYALAYA
Name of the head of the Institution	Dr Parthasarothi Hati
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	+918900057220
Mobile no.	9051051243
Registered Email	khatraacollege@gmail.com
Alternate Email	kacollege@rediffmail.com
Address	P.O.-Khatra, District-Bankura
City/Town	Khatra
State/UT	West Bengal
Pincode	722140

2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state

Name of the IQAC co-ordinator/Director	Aloke Bhowmik
Phone no/Alternate Phone no.	+919475623715
Mobile no.	8910120338
Registered Email	khatraacollege@gmail.com
Alternate Email	alokebhowmik.b05@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: Weblink :	https://kamv.ac.in/academic_calendar.php

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C+	60.50	2007	31-Mar-2007	31-Mar-2012
2	B+	2.54	2016	05-Nov-2016	04-Nov-2021

6. Date of Establishment of IQAC	02-Feb-2008
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/beneficiaries
One day Seminar on CBCS system	06-Jul-2017 1	250
One Day Seminar on Swami Vivekananda & Value Based Education (Quiz, Essay Competition & Yoga Demonstration)	11-Jan-2018 1	150
Awareness Programme on Indian Constitution & Dalit Rights at Khatra High School	15-Feb-2018	120

	1	
Awareness Programme on Prospect of Study in Commerce at Khatra High School	15-Feb-2018 1	120
One day Seminar on Indian Classical Literature in Translation: A Reading of Kalidasa	05-Apr-2018 1	65

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Khatra Adibasi Mahavidyalaya	Celebration of Youth Parliament Programme	Govt. of West Bengal	2017 1	6500
Khatra Adibasi Mahavidyalaya	Awareness Programme on Anti-Tobacco	Govt. of West Bengal	2018 1	20000

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

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11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

a) Adoption of CBCS Programme under Bankura University and organising institutional level orientation seminar on CBCS Programme for students. b) Ensuring Library upgradation and providing faculty members with NLIST member login details for accessing E resources through Inflibnet. c) Enhancing Teachinglearning quality by adopting student centric interactive strategies like Project writing, Student Seminar, Quiz contest, Wall magazine and Feedback Mechanism d) Celebration of Youth Parliament Programme. e) Introducing cloud based integrated and continuously updated data management software Enterprise Resource Planning (ERP)

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Academic Orientation	Achievement: One departmental seminar by English Department and one seminar on Value Based Education were organised. Furthermore, almost Honours departments have organised Induction programme on introduction of new CBCS pattern in Undergraduate level of Bankura University. Two Awareness Programmes were arranged for students of Khatra High School concerning Dalit Rights and Prospect of Commerce Studies. Outcome: a. English department students were benefitted by the seminar on Indian Classical Literature with special reference to Abhijnan Shakuntalam. b. Students who participated in the seminar on Value Based Education had a deeper understanding on value based living and purpose of life with a view to emerging as a responsible citizen thereby contributing in building a healthy nation. c. Students had firsthand orientation on the salient features of newly introduced CBCS pattern which helped them to have a cutting edge over other peer groups to face the semester system confidently. d. Students of neighbouring Khatra school were motivated and encouraged to take up Commerce for higher studies and they were made aware on Dalit Rights and the life of B.R. Ambedkar along with the salient features of Indian Constitution.
Career Counselling	Achievement: The Career Counselling Cell under the aegis of IQAC has organised career counselling sessions for students. Outcome: After such

	sessions, students could anticipate future challenges and explore their career options.
Faculty Development Programme	Achievement: IQAC has provided information and encouraged faculty members to participate and successfully complete requisite Orientation Programme and Refresher Courses. Outcome: Atleast 1 faculty member has participated in Orientation Programme in this session 2017-18.
Timely Completion of Curriculum	Achievement: Planning and organization of teaching schedules and routine circulated to the students through website and notice. In addition to regular routine classes aiming at completion of syllabus, remedial classes for slow learners and deeper understanding classes for advanced students respectively are arranged for covering areas of concern in examinations. Outcome: Students who needed extra classes to comprehend and revise lessons were benefitted and better prepared for upcoming examinations.
Enhancing quality of Teaching-Learning	Achievement: Adopting student centric interactive strategies like Project writing, 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. Outcome: Students of Honours departments like English, Sanskrit, Bengali and Philosophy were creatively enriched while preparing Wall Magazines. Students of departments like Education, Geography and History went for field study and submitted Projects reports on the same thereby had firsthand knowledge about the topics covered in syllabus.
Fulfilling Social Responsibilities	Achievement: Awareness programme on Anti-Tobacco by NSS units on 14.03.2018 with grant received of Rs. 20 thousand from Govt. of W.B. NSS wing also organised Swach Bharat Abhiyan, Awareness Programme on Dengue, AIDS and Infertility, "Safe Drive, Save Life" campaign and blood donation camp. Outcome: (i) The goal of achieving an ideal clean campus was inculcated amongst students. (ii) Students became cautious after attending awareness programmes on Dengue, AIDS and Infertility and could take back the message to their respective localities. (iii) The value of blood donation for humanity at large is inculcated in students. (iv) They are also warned on the consequences of rash driving through "Safe Drive, Save Life" campaign. Two speed breakers were implanted on the highway near our

	college campus gate after requesting the local authorities.
Feedback Mechanism	Achievement: Feedback on teaching and facilities provided by the college are taken from students, analysed and suggestions recommended and implemented for holistic improvement of the college. Outcome: Feedback mechanism helped to redress the issues that demanded attention.
Financial Assistance to Students	Achievement: Half free and full free studentship provided to needy students every year for encouraging them to continue studies. Outcome: Reduced drop out of students due to financial constraints.
Extracurricular Activities	Achievement: Annual sports meet organised to encourage sports, gymnasium facility available for students, Physical Education teacher escorts students to various district level and inter college sports competition like football tournament. International Yoga Day is celebrated every year on 21st June within the campus. Besides, cultural events in form of Freshers and Social are organised annually. Outcome: Students engaging in extra curricular activities help them in remaining physically active and socially interactive.
Promoting Digitalization	Achievement: 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. Outcome: Keeping pace with digitalization and advancement of technology; data security is ensured for all stakeholders.

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14. Whether AQAR was placed before statutory body ?	Yes				
<table> <tr> <th>Name of Statutory Body</th><th>Meeting Date</th></tr> <tr> <td>Governing Body</td><td>21-Jan-2023</td></tr> </table>	Name of Statutory Body	Meeting Date	Governing Body	21-Jan-2023	
Name of Statutory Body	Meeting Date				
Governing Body	21-Jan-2023				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				

Year of Submission	2018
Date of Submission	02-Mar-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	College Administration Management Software (CAMS), a suite of integrated applications, is used to carry out activities specifically related to administrative domain like Online Admission and Fees collections etc. Its updated ERP named eCOLLEGE is a cloud based integrated and continuously updated databased management software facilitating on one hand the academic part like online class, online automated attendance, study materials storage, assignments submission, online examination, faculty profile, sending SMS to students and on the other hand the administrative activities like payment gateway, accounts, asset register, audit etc.

Part B

CRITERION I - CURRICULAR ASPECTS

1.1 - Curriculum Planning and Implementation

1.1.1 - Institution has the mechanism for well planned curriculum delivery and documentation. Exp words

The College ensures strict adherence to the curriculum prescribed by affiliating University for all courses offered. Prior to the beginning academic session, the routine sub-committee along with the departmental frame the routine, which is circulated via Website and notice board. Teaching assignments determining topic allocation is decided in departmental meetings by dividing the syllabus into micro modules as per convenience of faculty member's area of interest. These teaching assignments are shared with the students in class. 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. Corrective measures are discussed, recommended and implemented. Prior to the month of exam, departmental meetings are held to discuss areas to be covered and identifying students that require more attention and thereby remedial measures are taken for both weaker and advanced students. The proceedings adopted in the departmental meeting are also discussed in the Teachers' Council meeting to get everyone acquainted with the corrective measures where every member

the council had an opportunity to offer innovative ideas for proper design of curriculum. Feedback is taken after the completion of the final examination. Thereafter, grievances of the students for overall improvement of the academic ambience of the institution are initially tabulated.

tabulated feedbacks again are discussed threadbare initially in the departmental meetings for its resolution if it is viable to resolve. If they are not then it is forwarded to the Teacher-in-Charge for its resolution. Students' assessment of teacher's performance serves as a definite institutional mechanism to ensure effective curriculum delivery. Departmental seminars are organized at intervals for further enrichment of the curriculum delivery process. In some of these Seminars, students are encouraged to make presentations on curricular topics in order to judge their understanding also to assess the effectiveness of curriculum delivery by the teachers. Quality enhancement of the faculty, research initiatives for doctoral degree are always encouraged. The faculty also participate in Refresher courses/Orientation Programmes/ workshops on syllabi organized by the University for continuous up gradation of curricular knowledge and teaching skills. The College Library is well endowed with text book and reference books of various disciplines based on the University stipulated curriculum. ICT based teaching is also encouraged for effective delivery of the curriculum. Remedial classes are held for slow learners to ensure effective communication of the curriculum across students of varying abilities. Additional study materials and referenced notes are also provided by the faculty to students to ensure effective learning.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Development
NIL	NA	Nil	Nil	Nil	

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	PHYSICS HONOURS	01/07/2017

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1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented in affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	UG HONOURS PROGRAMME	01/08/2017
BSc	UG HONOURS & PROGRAMME	01/08/2017
BCom	UG HONOURS & PROGRAMME	01/08/2017

1.2.3 - Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 - Curriculum Enrichment**1.3.1 - Value-added courses imparting transferable and life skills offered during the year**

Value Added Courses	Date of Introduction	Number of Students Enrol
NIL	Nill	0

No file uploaded.

1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Proj Internships
Nill	Nill	0

No file uploaded.

1.4 - Feedback System**1.4.1 - Whether structured feedback received from all the stakeholders.**

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	No
Parents	Yes

1.4.2 - How the feedback obtained is being analyzed and utilized for overall development of the ins (maximum 500 words)**Feedback Obtained**

Initially, a feedback format is prepared in consultation with all the of the Grievance Redressal Committee where some important queries refl teaching learning process as well as holistic development of the colle placed. After that, the format is distributed among the students and t feedback is anonymous so that students may feel free to express their grievances, if any. Thus, the feedbacks received from the students are tabulated and these tabulated feedbacks are discussed threadbare initi the departmental meetings for its resolution if it is viable to resolv if they are not then it is forwarded to the Teacher-in-Charge for its action. In certain cases, it is referred to the concerned authority fo final approval and to take necessary actions. Through parent teachers we try to obtain verbal feedback from the parents.

CRITERION II - TEACHING- LEARNING AND EVALUATION**2.1 - Student Enrolment and Profile**

2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Sl E
BA	BENGALI HONS	80	1989	
BA	ENGLISH HONS	67	1054	
BA	HISTORY HONS	80	1070	
BA	PHILOSOPHY HONS	67	1093	
BA	SANSKRIT HONS	80	1781	
BA	SANTALI HONS	67	427	
BSc	MATHEMATICS HONS	23	193	
BSc	CHEMISTRY HONS	15	198	
BSc	PHYSICS HONS	20	28	
BA	PROGRAMME	1033	2675	

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2.2 - Catering to Student Diversity

2.2.1 - Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Nur te teach UG cc
2017	3136	0	14	0	

2.3 - Teaching - Learning Process

2.3.1 - Percentage of teachers using ICT for effective teaching with Learning Management Systems learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-reso techni
44	29	8	3	1	

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 - Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes, there is a "Students mentoring system" available in each department of the institution where teaching faculty is given the responsibility for mentoring semester wise group of students. Problems by mentees are redressed through discussions, taking extra/remedial classes, supplying hard/soft notes, power point presentations prepared by faculty members used during class teaching

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Men
3136	14	1:22

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of with
28	14	14	1	

2.4.2 - Honours and recognition received by teachers (received awards, recognition, fellowships at National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellow received from Government recognized bodies
2017	NIL	Nil	NIL

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2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of semester-end/ year-end examination
BA	207 (BU)	3rd Year	23/04/2018	16/07/2018
BSc	207 (BU)	3rd Year	23/04/2018	16/07/2018

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2.5.2 - Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (25%)

The college is bound to follow the instructions of Bankura University regarding the continuous internal evaluation procedure at the institutional level. Accordingly, our college follows the directive issued by the Bankura University regarding the holding of examinations. Students enrolled under newly introduced CBCS, have to appear in Internal Exam of 10 marks and External Exam of 40 marks. The academic improvement of students is mapped dynamically through continuous evaluation using different methods like internal assessments, assignments, presentations, students-seminar, students-project, role play, group discussions, subjects quiz etc. Remedial classes are organized for the students requiring additional help. Annual feedback is collected from the students to improve teaching learning method.

2.5.3 - Academic calendar prepared and adhered for conduct of Examination and other related matters (words)

The college adheres to the academic calendar as announced time to time by the affiliating University. Thus, prior to the commencement of the academic year, the college prepares the academic calendar and adheres to it.

session an academic calendar is notified which clearly specifies the time of various academic events.

2.6 - Student Performance and Learning Outcomes

2.6.1 - Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://kamv.ac.in/course_outcome.php

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
207 (BU)	BA	Honours & Programme	256	104	
207 (BU)	BSc	Honours & Programme	3	1	

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2.7 - Student Satisfaction Survey

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

<https://kamv.ac.in/images/uploads/Student%20Satisfaction%20Survey%202018.pdf>

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received in year
Nil	Nil	NA	Nil	Nil

No file uploaded.

3.2 - Innovation Ecosystem

3.2.1 - Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia practices during the year

Title of workshop/seminar	Name of the Dept.
NIL	NA

3.2.2 - Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award
NIL	NA	NA	Nil

No file uploaded.

3.2.3 - No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Comm
NIL	NA	NA	NA	NA	Nill

No file uploaded.

3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 - Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	0

3.3.3 - Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if a
Nill	NIL	0	0

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3.3.4 - Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
History	4
Bengali	1

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3.3.5 - Bibliometrics of the publications during the last Academic year based on average citation in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of excludi citat
NIL	Nill	Nill	Nill	Nill	Nill	Ni

No file uploaded.

3.3.6 - h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affi mentioned in publicatio
NIL	Nill	Nill	Nill	Nill	Nill	Nill

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3.3.7 - Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State
Attended/Seminars/Workshops	4	2	0
Presented papers	3	0	0
Resource persons	0	0	0

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3.4 - Extension Activities

3.4.1 - Number of extension and outreach programmes conducted in collaboration with industry, co and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Independence Day Celebration	NSS (Unit I, II III) and NCC	10	
CATC-IX CAMP Salua-Kharagpur (W.B.) 28/08/2017 To 06/09/2017)	NCC, Khatra Adibasi Mahavidyalaya	1	
Blood Donation Camp (29/11/2017)	NCC and NSS under guidance of State Blood Transfusion Council	20	1
CATC- XVI in Sonamukhi College (W.B.) (20/12/2017 to 29/12/2017)	NCC, Khatra Adibasi Mahavidyalaya	1	
Republic Day 26/01/2018	NCC and NSS (Unit I, II III)	20	
National Independence Camp (U.P.) (22/01/2018 To 02/02/2018)	National Independence Camp in Uttar Pradesh	1	
Awareness Programme on Tobacco Cessation among the College Students (14/3/18)	Khatra Adibasi Mahavidyalaya in collaboration with District Tobacco Control Cell (DTCC), Bankura	14	2
Annual Special Camp Programme (Theme: Youth for Sustainable	NSS (Unit I, II III)	12	

Development) (21/3/18 to 27/03/2018)			
Awareness Programme on Infertility (23/3/18)	NCC and NSS	10	
Red Ribbon Programme on awareness of AIDS (23/03/2018)	NSS (Unit I, II III)	20	

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3.4.2 - Awards and recognition received for extension activities from Government and other recognition bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NA	NA	0

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3.4.3 - Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat Abhiyan	NSS (Unit I, II and III) and NCC	Cleanliness Programme	4	1
Red Ribbon Programme on (23/03/2018)	NSS (Unit I, II III)	AIDS awareness	20	1
Anti-Tobacco Rally	56 Bengal Battalion NCC, Bankura	Awareness through Rally	3	

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3.5 - Collaborations

3.5.1 - Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support
Invited Lecture as Faculty Exchange	60	College Fund

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3.5.2 - Linkages with institutions/industries for internship, on-the-job training, project work, shared research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/	Duration From	Duration To	Faculty involved

		industry /research lab with contact details		
Training in English Communication Basic Corporate Etiquette under Affirmative Action by TCS-BPS	100 hrs Training in English Communication Basic Corporate Etiquette	TCS-BPS	09/01/2018	09/02/2018

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3.5.3 - MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/ participated under
Onda Thana Mahavidyalaya, Bankura	06/03/2018	Faculty Exchange Programme	60

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CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
92.3	46.98

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Newly Added
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Newly Added
Seminar halls with ICT facilities	Existing
Video Centre	Existing

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4.2 - Library as a Learning Resource

4.2.1 - Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of au
SOUL 2.0	Fully	2.0	20:

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
Library Automation	1	Nil	Nil	Nil	1	
Text Books	20917	1093641	330	54326	21247	1
Reference Books	9083	569849	27	1590	9110	!
e-Books	100000	6000	0	0	100000	
Journals	3	5075	0	0	3	
e-Journals	6000	5750	0	0	6000	
CD & Video	51	7000	0	0	51	

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4.2.3 - E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launchin content
NIL	NA	NA	Nil

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4.3 - IT Infrastructure

4.3.1 - Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBF
Existing	35	7	15	0	0	5	8	10
Added	7	0	0	0	0	0	0	0
Total	42	7	15	0	0	5	8	10

4.3.2 - Bandwidth available of internet connection in the Institution (Leased line)

10 MBPS/ GBPS

4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre recording facility
Study Materials Section in College Website	https://kamv.ac.in/e_materials.ph

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical facilities and academic support facilities, salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
12.7	12.03	1.56	1.45

4.4.2 - Procedures and policies for maintaining and utilizing physical, academic and support facilities like laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information available in institutional Website, provide link)

For the purpose of maintenance of computers, a local vendor is at present entrusted with the task, on need-basis. Amenities like water purifier contract is maintained with Aqua guard. In case of building maintenance Chartered Engineer, Janmejy Chatterjee, supervise repairing, renovation and other construction-related works of the college. Various sub-committees function to take care of hostel facilities, labs and library. All purchases are done abiding by government norms of inviting E-tenders which are notified in the college website in a section known as Tender Notice, the link of which is given below.

https://kamv.ac.in/tender_board.php

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount (Rs.)
Financial Support from institution	Full/Half Free-ship	227	1000000
Financial Support from Other Sources			
a) National	Kanyashree Prakalpa (Govt. of WB)	413	1000000
b) International	NIL	Nil	0

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5.1.2 - Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Amount (Rs.)
Training in English Communication Basic Corporate Etiquette under Affirmative Action by TCS-BPS	09/01/2018	28	50000

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5.1.3 - Students benefited by guidance for competitive examinations and career counselling offered by institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	No. of students
2018	Career Counselling Session by Career Counselling Cell	4	7	4	

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5.1.4 - Institutional mechanism for transparency, timely redressal of student grievances, Prevention of harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance
0	0	0

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	No. of students
TCS-BPS	28	3	Nil	0	

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5.2.2 - Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	No. of students progressing to higher education
2018	10	B.A. Honours	Bengali	Bankura University	
2018	4	B.A. Honours	Bengali	University of Burdwan	B
2018	1	B.A. Honours	Bengali	Vidyasagar University	
2018	1	B.A. Honours	Bengali	Rabindra Bharati University	
2018	3	B.A. Honours	English	Bankura University	

2018	2	B.A. Honours	Santali	Bankura University	
2018	1	B.A. Honours	Santali	P.J. T.T. College	B
2018	3	B.A. Honours	History	Bankura University	
2018	4	B.A. Honours	Sanskrit	Bankura University, Jangalmahal Teachers Training Institute	M.A,
2018	1	B.A. Honours	Physical Education	Vidyasagar University	BI

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5.2.3 - Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
SET	2
Any Other	5

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5.2.4 - Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Num Partic
Independence Day Observation (15.08.2017)	Institutional	1
Marathon Race Sports (04.12.2017 05.12.2017)	Institutional	4
Teachers Day Celebration (05.09.2017)	Institutional	2
Freshers Celebration (20.09.2018)	Institutional	15
Cricket Tournament (05.12.2017)	Institutional	4
Saraswati Puja Celebration (20.01.2018)	Institutional	15
Netaji Birth Anniversary Observation (23.01.2018)	Institutional	7
Yoga Day Observation (21.06.2018)	Institutional	1
Republic Day Observation (26.01.2018)	Institutional	1
Inter college state sports and games championship, Football (28.01.2018)	Institutional	1

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5.3 - Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Na
Nill	NIL	Nill	Nill	Nill	NIL	

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5.3.2 - Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

A Student Union has duly been framed as per the University resolution government orders issued by the State Governments consisting of one General Secretary, one elected Vice President and other representatives. Teacher in Charge is the Ex Officio of the Student union and as per the government orders the General Secretary becomes a member of the Governing Body for a tenure of one year. Student Council helps to arrange Social, Freshers, Saraswati Puja and Sports event in the college.

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

0

5.4.3 - Alumni contribution during the year (in Rupees) :

0

5.4.4 - Meetings/activities organized by Alumni Association :

NA

CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - Mention two practices of decentralization and participative management during the last year (maximum 500 words)

There are several sub-committees present in the institution consisting of both teaching and non-teaching staff of the institution. These sub-committees include Finance Sub-Committee, Purchase Sub-Committee, Development Sub-Committee, Service Book Sub-Committee, Grievance redressal Cell, Prospective Sub-Committee, Admission Sub-Committee, Exam Sub-Committee, Research Sub-Committee, Seminar Sub-Committee, Library Sub-Committee and overall, the Teacher in Charge or academic council. These committees help in the smooth functioning of administration and academics. Meetings of these committees are convened and when required and take resolutions time to time as and when required and convey to the Teacher-in-Charge. The Teacher-in-Charge places resolutions taken by some important committees before the Governing Body for its approval. This is the part of participatory management of the college.

6.1.2 - Does the institution have a Management Information System (MIS)?

Partial

6.2 - Strategy Development and Deployment

6.2.1 - Quality improvement strategies adopted by the institution for each of the following (with in each):

Strategy Type	Details
Curriculum Development	The College ensures strict adherence to the curriculum prescribed by the affiliating University for all courses offered. The faculty makes all efforts to develop curriculum stipulated by the affiliating University according to the learning abilities of students and develop their competencies for future employment. The curriculum is supplemented with communication and contemporary developments within each discipline and relevance in the national and international sphere allows students to connect pedagogical concerns of curricula to the everyday world that surrounds them. Also relate the curricula imparted to a larger context.
Teaching and Learning	Teachers make sure that the lectures are sufficient and interactive. Learner centred teaching is practised addressing the learning abilities of advanced and slow learners. Teaching assignments are based on individual teacher's area of specialization. Invited lectures, departmental seminars, student presentations are organized for continuous enhancement of the quality of teaching and learning. Remedial classes are held for slow learners. Advanced learners are provided with additional reference materials by the faculty.
Examination and Evaluation	The academic improvement of students is mapped dynamically through continuous evaluation using different methods like internal assessment test, assignments, presentations, projects etc. Transparency is maintained in the evaluation process. The Examination committee plays an important role to ensure smooth conduction of examinations. The practical examination is conducted with internal and external examiners appointed by the concerned University.
Research and Development	The college always promotes research activities providing support in terms of sanctioning duty leave, encouraging faculty to participate in Post-Doctoral Fellowships (abroad), FDPs, Refresher and Orientation courses, Seminars and Workshops for updating their knowledge base, improving their knowledge imparting skills in order to ensure effective delivery of the revised/updated content of the curriculum to the students. Students are also encouraged to take part in different field-based project work. One faculty member has been awarded PhD during this academic year.

Library, ICT and Physical Infrastructure / Instrumentation	The college library is Fully equipped library with automation facilities. There are 2 full-fledged Computer Labs and 1 Smart Classroom with projector. Besides, WiFi Facilities are available in the college.
Human Resource Management	Faculty and Staff are encouraged to participate in development programmes. The quality of human resources available is sought to be continuously upgraded through training/re-training and proper encouragement and motivation. Optimal utilization of available human resources is planned to be achieved as all staff members participate in various institutional activities as members of different sub-committees. Students are encouraged to participate in co-curricular and extra-curricular activities so that their talents may be groomed along with their academic pursuits.
Industry Interaction / Collaboration	The course of study is prepared in relevance to industry. Furthermore, attempted to integrate industry-based experience with degree education by accommodating 16 hrs Training in English Communication Basic Corporate Etiquette under Affirmative Action by TCS-BPS.
Admission of Students	All admission procedures are conducted through online admission portal as per directives of the Higher Education Dept. and the University. The intake capacity for courses as approved by the University is strictly adhered to by the College. Application forms for admission, payment of application fee, publication of merit list and payment of admission fee are all completed through online admission system so that candidates do not need to be physically present for admission and to ensure transparency in admission of students.

6.2.2 - Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	The Detailed project Report or DPR is prepared by the college under the guidance of experts. All members of the Planning and Development sub-committee are informed about the meeting through e mail. Resolutions of previous meeting are also sent to them through e mail. All correspondence to Executive Engineer, PWD, Govt. of West Bengal, in respect of RUSA grant, is done through e mail. Utilization certificate in respect of infrastructure grant received by the College for RUSA 2.0 is submitted periodically to RUSA Cell of the Higher Education Dept.
Administration	The office is fully automated with several computers and LAN and internet facilities are available. Starting admission, re admission, filling up of registration and examination forms, collection of different fees is done through CAMS. Directives from the Higher Education Department from Bankura University are received online and necessary

	<p>information in compliance to such directives are sent through e mail. Teachers are encouraged to submit all applications through e mail. External members of the Governing Body are kept informed about institutional issues and activities through email to ensure permanent storage.</p>
Finance and Accounts	<p>All accounts of the institution are computerized. Grants from the Higher Education Dept. and from UGC are received and direct credit to bank account of the institution under All payments relating to utilization of grant received under RUSA 2.0 are done electronically through PFMS. Salary for all employees under Govt. Pay Packet Scheme are submitted online since the introduction of IFMS in 2018. Disbursement of salary through IFMS is directly to beneficiaries' bank account. For employees on college pay, salary is disbursed to beneficiaries' bank account through payment advice to the concerned bank. Student fees are received through bank resource Management system or HRMS software has been introduced by the college for generating pay bills, submission of bills to the DPI, Govt. Of West Bengal and Bankura Training Centre subsequently by using HRMS software.</p>
Student Admission and Support	<p>Admission to all courses offered by the institution is done in place through online admission portal CAMS software provided by college. Application forms available on the portal are submitted online by the applicants along with payment of application fee through State Bank Collect. After perusal and scrutiny of all applications received online, the Merit list is published online on the Admission Portal as well as on the college website. All Notices and announcements regarding admission are published online. Thus, the entire admission process is completed electronically. Applications for cancellation of admission are received through email and processed online. In the Library the college has procured RUSA 2.0 software provided by the UGC.</p>
Examination	<p>The affiliating University issues online all notifications regarding Examinations. Students fill up online form for appearing at university examination and the same are approved online by the College after verification. Examination fees have to be deposited by the College to the University through State Bank Collect after collecting the same from students through bank account of the College. The University issues Admit cards online and the same have to be downloaded from the College for distribution among students who will appear in University examinations. All documents relating to all examinations of examination centre by the University are received at the college and the institution accordingly conducts the University examinations. The marks of Internal Assessment, Practical and Final examinations have to be submitted online to the University. Teachers serving as examiners for Theoretical and Practical examinations conducted by the University also have to submit the marks online through a and University 1</p>

6.3 - Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	A
Nil	NIL	NA	NA	

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6.3.2 - Number of professional development / administrative training programmes organized by the college for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	NIL	NIL	Nil	Nil	Nil	Nil

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6.3.3 - No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date
Orientation Programme	1	01/11/2017	30/11/2017

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6.3.4 - Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
NA	NA	NA

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly (with in 100 words each)

The college conducts internal audit through small committee comprising Teacher-in-Charge, Bursar, Head Clerk and the Accountant. External audit is done by the External Audit Agency duly deployed by the state Government from time to time.

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

Name of the non government funding agencies /individuals	Funds/ Grants received in Rs.
NIL	0

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6.4.3 - Total corpus fund generated

0

6.5 - Internal Quality Assurance System

6.5.1 - Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal
	Yes/No	Agency	Yes/No
Academic	Yes	Bankura University	Yes
Administrative	Yes	External Audit Agency duly deployed by the State Government	No

6.5.2 - Activities and support from the Parent - Teacher Association (at least three)

Parent-Teachers Meet (Department wise), Feedback from Parents, Parent participation in cultural program as audience

6.5.3 - Development programmes for support staff (at least three)

Service Book Work, ERP training session, NAAC awareness session

6.5.4 - Post Accreditation initiative(s) (mention at least three)

1. Attempting to integrate industry-based experience with degree education by accommodating the 100 hrs Training in English Communication Basic Course and Etiquette under Affirmative Action by TCS-BPS. 2. Promoting Value Based Education by organising seminar, quiz, essay writing competition on Vivekananda and Value Based Education. 3. Ensuring continuity in upgradation work of the Library Building for spacious seating arrangements for reference

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	
b) Participation in NIRF	
c) ISO certification	
d) NBA or any other quality audit	

6.5.6 - Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	One day Seminar on Indian Classical Literature in	23/03/2018	05/04/2018	05/04/2018	

	Translation: A Reading of Kalidasa's Abhijnana Shakuntalam			
2018	One Day Seminar on Swami Vivekananda Value Based Education (Quiz, Essay Competition Yoga Demonstration)	24/12/2017	11/01/2018	11/01/2018

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CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Gender Equity (Number of gender equity promotion programmes organized by the institution the year)

Title of the programme	Period from	Period To	Number of Particip
			Female
NIL	Nil	Nil	0

7.1.2 - Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy source
Not Applicable

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	No	0
Ramp/Rails	Yes	2
Braille Software/facilities	No	0
Rest Rooms	Yes	1
Scribes for examination	No	0
Special skill development for differently abled students	No	0

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participants
2018	1	Nil	05/06/2018	1	Afforestation Programme	Turning vast	

expanse
of barren
land into
fertile
land by
planting
saplings

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7.1.5 - Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NA	Nil	Being affiliated to Bankura University, we ought to adhere to the directives mentioned in the University statutes.

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
One Day Seminar on Swami Vivekananda Value Based Education (Quiz, Essay Competition, Yoga Demonstration)	11/01/2018	11/01/2018	
World Environment Day Observation (Theme: Plastic Free World)	05/06/2018	05/06/2018	

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7.1.7 - Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Plantation of saplings to promote green and clean campus. 2. Adopt e-filing system to reduce the wastage of papers. 3. Ensuring Smoking Free campus. 4. Minimising usage of plastic materials to make the campus Plastic Free Zone. 5. Maintaining Herbal Garden.

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

1. Promoting Value Based Education: Value-based education aims at training the student to face the outer world with the right attitude and values through a process of overall personality development of a student. It includes character development, personality development, citizenship development, spiritual development. With this aim in view to promote value-based education, we have organised one day seminar on Swami Vivekananda and Value Based Education on 11th January, 2018 to commemorate the birth anniversary of Swami Vivekananda on 12th January. Events like Quiz and Essay Competition on Swami Vivekananda's spiritual and moral life were part of this seminar. A statue of Swami Vivekananda was erected as a mark of respect to the icon of value-based education. To promote universal humanitarian values, blood donation camp was organised in our college campus. 2. Energy Conservation: We have replaced energy-consuming tube lights bulbs with energy-saving LED lights both

campus and hostel buildings. CRT monitors have been replaced by less consuming LED monitors. Electric consumption in the hostel has been managed by hostel committee which has successfully brought down power consumption enlightening the inmates about the indispensability of energy saving. Similarly, class representatives have also been entrusted with the responsibility to ensure that they switch off fans and lights when the class is over. Class rooms have very wide and long windows with a high roof which ensures that the use of lights and fans would be minimum as ventilation is naturally enhanced.

Upload details of two best practices successfully implemented by the institution as per NAAC criteria. If you have posted the same on your institution website, provide the link

https://kamv.ac.in/images/uploads/Best%20Practices_2017-18.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Provide the details of the performance of the institution in one area distinctive to its vision, mission and thrust in not more than 500 words

Imparting quality cost-effective dynamic value-based education at undergraduate level with a focus on the underprivileged section of society. Establishing itself as a one-stop source of education for all students. Minimizing the gap between privileged and underprivileged sections of the society regarding attaining higher education. Sustaining a student-friendly ambiance perfectly conducive to learning. Ensuring holistic development of students into responsible citizens and exemplary human beings. Work for the advancement of learning through optimal utilization of state-of-the-art teaching aids. To be continually commensurate with the needs and demands of students and creating scope for interaction with local people through NSS and cultural programme. To take the institution to greater heights of eminence and excellence via the road to better academics

Provide the weblink of the institution

https://kamv.ac.in/mission_vision.php

8.Future Plans of Actions for Next Academic Year

- Installation of CCTV in the college premises for safety concerns.
- Upgradation of Laboratories by purchasing equipment for Physics and Chemistry Departments.
- Construction of new additional classrooms in the second floor of the college building.
- Organizing more Departmental Seminars.
- Procurement of steel/wooden furniture for Library and classrooms.
- Start on purchasing more Text books and subscriptions of Journals in the College Library.
- Arrangement of more ICT enabled classes.
- Encouraging students towards greater participation in NSS NCC activities.