



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	KASHIPUR MICHAEL MADHUSUDAN MAHAVIDYALAYA
Name of the head of the Institution	Dr. Bibhas Kanti Mandal
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03251246500
Mobile no.	7001078092
Registered Email	kashipur_mmm@yahoo.in
Alternate Email	bibhaskanti@gmail.com
Address	Kashipur, P.O. Panchakote Raj, District - Purulia
City/Town	Adra
State/UT	West Bengal
Pincode	723132

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Dr. Amit Dey			
Phone no/Alternate Phone no.		02351240500			
Mobile no.		8348459885			
Registered Email		amitdey500@gmail.com			
Alternate Email		kashipur_mmm@yahoo.in			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://www.kashipurmmm.org/images/uploads/AQAR_2018-19.pdf			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		http://www.kashipurmmm.org/images/uploads/KMMM AC 2019-20.pdf			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.06	2016	16-Dec-2016	15-Dec-2021
6. Date of Establishment of IQAC			21-Feb-2012		
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		
Seminar and Webinar	25-Feb-2020		800		

Organization	07	
KMMM Relief Fund	23-Jul-2020 10	25
COVID Help Desk	23-Jul-2020 10	25
Initiative for Online Classes	16-Mar-2020 105	1885
Feedback Taken	19-Nov-2019 3	231
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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
Construction of New Building	Development of New Building	Government of West Bengal	2019 720	3600000
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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 :

2

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)

Contributions made by IQAC (201920): 1. Online Feedback taken from Semester I, III and V students. Feedback from alumni of the college is also taken. 2. IQAC inspires to participate into Faculty Upgradation Program for all the teachers associated with this college. 3. Initiatives taken for online classes from 16.03.2020 due to Corona outbreak for even semester students. 4. Regular Seminars and Webinars have been organized to incorporate with the new normal life for both students and teachers. 5. Construction of COVID Help Desk for all directly and indirectly related with this college and for the two adopted villages. 6. Creation of KMMM Relief Fund and work for the needy people in surrounding areas

with the help of NSS units of the college.

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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	Achievements/Outcomes
KMMM Relief Fund	?NSS of the College worked for help of people of two adopted villages with this KMMM Relief Fund A part of the fund has been proposed to send to Chief Minister's Relief Fund of West Bengal
Seminar / Webinar / Workshop	?Seminar organized on 05.01.2020 (Physical Education), 03.02.2020 (Bengali) and 25-26.02.2020 (Sociology). ?Workshop organized on 16.08.2019 (Physical Education). Webinar organized on 05.06.2020 (IQAC), 21.06.2020 (Physical Education) and 30.06.2020 (Santali)
Initiative or Online Classes	?Due to Corona outbreak, state government of West Bengal has been announced to close down all educational institutions from 16.03.2020. ?IQAC takes the initiatives to continue the classes in online mode since then. College website, email, WhatsApp, Google Meet are the platforms used for online classes and study materials
FIP	IQAC encouraged teachers to participate in Faculty Development Program, Refreshers Courses and Orientation Program to enrich themselves.
Students Feedback	Students Feedback is taken via Google Forms and comments of Students have been discussed in the Meeting of Teachers' Council and IQAC.
COVID Help Desk	?COVID Help Desk has been formed to support the corona infected college staffs and their family members at the beginning on 23.07.2020 Also works for people of Kashipur in COVID situation

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Teachers Council	02-Jan-2020

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	2019
Date of Submission	24-Dec-2019
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 has been using College Administration and Management Software (CAMS) for institutional management and daily activities. The following activities have been done using CAMS: <ol style="list-style-type: none"> 1. Activities of College Governing Body is done through this software. Notification of the Meeting, Resolutions of the Meeting and Action taken Report have been prepared with this software. 2. Admission related work is done through CAMS. Starting from notification for admission to enrollment to the SKBU, preparation of Merit List, Verification of Documents from students etc all are done using CAMS. 3. All payment related activities from Semester I to Semester VI (Inter College) and all University fees have been taken by using this software in regular basis. 4. Activities of Teachers Council also dealt with using CAMS (like preparation of Routine, notice for students, documents submission to SKBU or interdepartmental works, preparation of result etc.) 5. Daily activities and monitoring regarding internal quality assessment of IQAC is done through this software. Analysis of students performances, teachers activities, working culture of Nonteaching staffs, training of Teaching and NTS regarding admission, college management, feedback from students, staffs, parents, alumni of the college are regular activities of the IQAC mainly done through this software. 6. Organization of Seminar, Conference, Workshop, Webinars, Special Lectures are done also by using this software. 7. Freeship and Scholarship

related work also done through this software for every semester. An application is invited from the students and a list has been prepared according to the result of the students in various semesters and scholarship and freeship have been allotted to students.

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. Explain in 500 words

Mechanism for Planned Curriculum Delivery: 1. Courses of Study: The College, as per the guidance of Sidho-Kanho-Birsha University, is offering three-year (six semester) B.A. Honours Courses and B.A./B.Sc. Programme Courses with Choice Based Credit Systems (CBCS) since 2017-18. 2. Types of Courses: Combinations of subjects/courses offered in the College under the CBCS are as follows: Course Type Description Credit per Course Number of Courses a) B.A. Honours CC (for Honours) 6 14 DSE 6 4 GE 6 4 AECC 2 2 SEC 4 2 b) B.A. Programme DSC (for Programme) 6 8 LCC 4 2 AECC 2 2 DSE 6 4 GE 6 2 SEC 4 4 c) B.Sc. Programme DSC (for Programme) 6 12 AECC 2 2 DSE 6 4 GE 6 2 SEC 4 2 *includes B.Sc. (Bio), B.Sc. (Pure), B.Sc. with Economics and B.Sc. with Geography. 3. Subject availability for B.A. Honours Course: The College offers Honours Course on the following subjects/disciplines; students opting for Honours Course can choose ONE discipline from below for their CC, DSE & SEC courses: a) B.A. Honours: Bengali (BNGH), Economics (ECOH), English (ENGH), Geography (GEOH), History (HISH), Philosophy (PHIH), Political Science (PLSH), Sociology (SOCH). b) Subject availability for B.A. Programme Course: Students opting for Regular Course in Arts are supposed to take TWO subjects/disciplines for their DSC, DSE & SEC courses, ONE each from any two groups. [Groups are - (i) Bengali (BNGR), English (ENGR), Sanskrit (SNSR), Santali (SNTI); (ii) Economics (ECOR), Education (EDUR), History (HISR), Philosophy (PHIR), (iii) Geography (GEOR), Music (MUSR), Political Science (PLSR), Physical Education (PEDR), Sociology (SOCR)] c) Subject availability for B.Sc. Programme Course: Students opting for Regular Course in Science are supposed to choose any ONE combination given below: [BSc. Bio Science: Botany (BOTR), Chemistry (CEMR), Zoology (ZOOR), and BSc. Pure Science: Mathematics (MTMR), Chemistry (CEMR), Physics (PHSR), Economics (ECOR), Mathematics (MTMR), Geography (GEOR)/Physics (PHSR), Geography (GEOR), Economics (ECOR), Mathematics (MTMR)] 4. Generic Elective Subjects: Students opting for B.A. Honours/Programme can take ONE combination subject as Generic Elective (GE) in EACH Semester as given below: (i) Bengali (BNGR), English (ENGR), Sanskrit (SNSR), Santali (SNTR) Education (EDUR), Music (MUSR), Philosophy (PHIR) Physics (PHSR), Chemistry (CEMR), Botany (BOTR) (ii) Economics (ECOR), Geography (GEOR), History (HISR), Sociology (SOCR), Political Science (PLSR), Physical Education (PEDR) Mathematics (MTMR), Zoology (ZOOR). * Honours students CANNOT opt for his/her Honours subject as GE. 5. Online Courses: Our college already started the online software courses in collaboration with IIT Bombay. This college, in this respect, drafted MOU with IIT Bombay to run the online software courses entitled 'Spoken-Tutorial'. Besides, this also a platform for providing courses in various disciplines like Diplomas, Certificates and Short term courses through SWAYAM Platform under the MHRD, Govt. of India. 6. Documentation: IQAC advised each departments for documentation for every academic activities including departmental

meetings, academic calendar, syllabus distributions and evaluations related documents.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate Course in Nursing	--	02/01/2020	30	Employability from Nursing Certificate	NA
--	Diploma in Bhadu	16/08/2019	30	NA	Skill Development of Local Culture on Bhadu Song

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NA	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Bengali (Hons)	01/07/2019
BA	Economics (Hons)	01/07/2019
BA	English (Hons)	01/07/2019
BA	Geography (Hons)	01/07/2019
BA	History (Hons)	01/07/2019
BA	Philosophy (Hons)	01/07/2019
BA	Political Science (Hons)	01/07/2019
BA	Sociology (Hons)	01/07/2019
BA	BA (Program)	01/07/2019
BSc	BSc (Program)	01/07/2019

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

	Certificate	Diploma Course
Number of Students	25	25

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 Enrolled
Diploma in Bhadu	16/08/2019	25
Certificate in Nursing	02/01/2020	25

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Sem V Geography Hons.	28
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Analysis on Feedback (2019-20): 1. **Analysis on Students Feedback:** Students of Semester II, IV and VI gave their valuable feedback on different issues pertaining to Departmental teaching-learning process and College activities and campus life. The feedback form consisted of three sections - section 1 dealt with questions on Departmental teaching-learning process section 2 consisted of questions on campus facilities and section 3 sought for suggestions from students for betterment of the departments and the campus. About 55 Honours students and 45 Programme Course students of various departments entered their response in the questionnaire provided in Google form. Of the total respondents, 66 were girls and 34 boys. Filled up feedback forms were discussed by the department and analyzed by the IQAC team members. 2. **Report:** The summary report on Section I shows that much of the syllabus is covered by all the Departments timely assessments are conducted, mostly as written examination. Teachers are supportive and encourage students' participation in various activities of the College. Reference books are available to the students from their respective Departmental libraries. The Science laboratories are in modest working condition the Geography and GIS laboratories are in good working condition. 3. **Students' Suggestion:** In general, the students are of the view that the college environment is good. They, however, suggested that recruitment of more teaching and non-teaching staff members will help in better learning and execution of college work. They also mentioned that more number of books needs to be bought for the Departmental and College libraries. Most of the students suggested that the toilets and classrooms need better maintenance. The IQAC committee will be looking into these suggestion and incorporate them in its plan of action in the future. 4. **Evaluation:** The response of the students for the years 2018-19 and 2019-20 were compared to assess the performance of the IQAC. The IQAC has been able to address some of the issues raised and the proposals given by the students in 2018-19, and it is reflected in the students' satisfaction report. The students' feedback shows that most of the departments have maintained their good standards of teaching and learning. Departments of Economics, Political Science, Sanskrit, Santhali and Sociology have improved their performance than the last assessment. Most of the suggestions were regarding clean classrooms toilets. The IQAC has worked upon it the results show that 79 and 65 of the student respondents agree that the classrooms toilets, respectively are properly maintained the percentage were 75

and 60, respectively, in the previous assessment. 84 respondents, as against 80 in 2018-19, agreed that drinking water is made available in the campus. More number of library books are being made available to the students percentage of respondents agreeing to the fact increased from 79 last year to 83. Office staffs are meeting student issues and grievances are being redressed as early as possible this is reflected by the student satisfaction that has increased from about 73.5 in 2018-19 to about 80 in 2019-20.

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	Students Enrolled
BA	Bengali (Hons)	50	203	42
BA	Economics (Hons)	20	38	13
BA	English (Hons)	36	75	25
BA	Geography (Hons)	36	109	31
BA	History (Hons)	36	155	32
BA	Philosophy (Hons)	36	85	25
BA	Political Science (Hons)	20	95	14
BA	Sociology (Hons)	28	120	21
BA	BA (Program)	672	812	473
BSc	BSc (Program)	61	68	9

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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	Number of teachers teaching both UG and PG courses
2019	685	Nil	16	Nil	Nil

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-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	Number of smart classrooms	E-resources and techniques used

41	9	31	2	1	22
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)

Students Mentoring System: 1. Mentoring from Department: Each of the eighteen departments of the college has taken the initiatives to know every students of their department. Teachers of the departments are engaged themselves to find out the slow-medium-fast learners and teaches them accordingly. Departments also recommend for merit-cum-means freship provided by the college and by the government time to time. 2. Mentoring from IQAC: IQAC encourages each department to organize Mentor-Mentee Program. Through this, students can present their views on selective topics suggested by the teachers of the department. Teachers are prepared them for the presentation and after their presentation, good and constructive comments encourages students for improvements in their study. 3. Teachers Council: During the meeting of Teachers Council, various types of discussion have been made for the students starting from their Admission, to classes, to libraries, to laboratories, into their examinations and their results. Discussion on result brings the necessities for future progress to the students. 4. Committees: The first day of the college they are come in, a welcome address has been delivered by the Principals and Students Orientation Classes have been taken by the Teachers who are in charge of various committees related to students activities. These committees include Anti-Ragging and Grievance Cell, Career Counseling Cell, Sports and Cultural Committee, Freship and Scholarship Committee. Students take the benefit from each committees during their education into the college.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
685	16	1 : 43

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 faculty with Ph.D
17	12	5	4	4

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, 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, fellowship, received from Government or recognized bodies
2019	Poushali Roy	Assistant Professor	Paper with Impact Factor 2.086 in Physical Geography (An International Journal of Geography)
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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 results of semester-end/ year- end examination
BSc	Prog	Semester II, IV and VI	02/01/2020	25/06/2020

BSc	Prog	Sem I, III and V	01/07/2019	24/12/2019
BA	Hons and Prog	Semester VI	02/01/2020	25/06/2020
BA	Hons and Prog	Semester IV	02/01/2020	25/06/2020
BA	Hons and Prog	Semester II	02/01/2020	25/06/2020
BA	Hons and Prog	Semester V	01/07/2019	24/12/2019
BA	Hons and Prog	Semester III	01/07/2019	24/12/2019
BA	Hons and Prog	Semester I	01/07/2019	24/12/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous Internal Evaluation (CIE) system: (a) In the pre-Pandemic phase - The College has planned Internal and Theory Examination Schedule following the SKBU Guidelines: (Examination Time Planning) Semester (Commencement of Courses) Internal Assessment (End Sem Exam) I 1st week of October 2nd week of January Mid-February II 1st week of March 3rd week of July 2nd week of August III 1st week of September 3rd week of January Mid-February IV 1st week of March 4th week of June 3rd week of July V 1st week of September 2nd week of February Mid-March VI 1st week of March 2nd week of June 1st week of July These dates are tentative and are finalized according to the notification of Higher Education Department, Government of West Bengal. S.KB. University may change the schedule as per their requirement. (b) During the Pandemic - Since College was closed due to the Pandemic situation, as per the order of the Govt. of WB, on from 16.03.2020, scheduled Even Semester Internal Assessment tests were postponed. Later the Internal Evaluation system was conducted online by the different Departments within June 2020.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic Calendar (2019-20): 1. Kashipur Michael Madhusudan Mahavidyalaya is an educational institution imparting undergraduate education. The College firmly believes that the excellence of institutions of higher education is a function of many aspects of which self-evaluation and self-improvement are important. It is one of the premier institutions in West Bengal established on 26th September, 2000 as a Govt. Sponsored College and has offered invaluable service in regard to the spread of educational opportunity for a large number of prospective students of a comparatively backward district. 2. The mission of our institution is to provide quality education in maintaining a healthy and disciplined academic atmosphere. The College has a dedicated and sincere faculty for whom the academic interests of the students are of utmost importance and can boast of consistently excellent results in the University examinations. 3. By the end of their College life students are equipped with inner strength and confidence to face society in general and the world of higher learning in particular, to become a complete man or woman. In the course of its more than sixteen years' glorious journey, the college has earned quite a few distinctions. In November 2016, the college was accredited by NAAC with Grade 'B'. 4. The College firmly believes that every stone of any success is only because of the novel contribution from different types of member of the Mahavidyalaya. College in its Academic Calendar heartily congratulates to the all well-wishers, Department of Higher Education, Govt. of W.B., Authority of SKBU, University Grants Commission, the honble members of the Governing Body, the teachers, the non-teaching staff, and most importantly to our beloved students their responsible guardians and all corners of the society for maintaining an ideal and peaceful academic atmosphere in the institution. 5.

Throughout this calendar, the College is trying to complete every details of the syllabus, proposed dated of classes and examination and the steps to upgrade from Semester I to Vi chronologically in monthly basis. For the same an Academic Calendar is prepared in general format for every department. 6. Separate Academic Calendar is prepared by each department indicating Syllabus distributions among the teachers, Time management of the classes, completion of the syllabus with review meetings, process of examination (both Internal Assessment and Final Examination) and evaluation. Minutes of each meeting has been verified by the IQAC Coordinator and the Principal of the college for authorizations. In the meeting of Teachers Council and IQAC, performances of each departments have been reviewed according to the feedback taken from the students.

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)

<http://www.kashipurmmm.org/images/uploads/Result%202020.pdf>

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
BNGH	BA	Honours	33	33	100
ECOH	BA	Honours	7	4	57
ENGH	BA	Honours	31	21	68
GEOH	BA	Honours	30	25	83
HISH	BA	Honours	27	23	85
PHIH	BA	Honours	27	16	59
PLSH	BA	Honours	12	8	67
SOCH	BA	Honours	14	11	79
BA (Program)	BA	Program	258	136	53
BSc (Program)	BSc	Program	11	6	55

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2.7 – Student Satisfaction Survey

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

<http://www.kashipurmmm.org/images/uploads/Feedback%20report%202019-20.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 during the year
Nil	0	Nil	0	0

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	

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	Category
Paper with Citation Index	Poushali Roy	Association of Geographers	10/10/2019	Citation Index in International Journal Physical Geography with impact factor 2.9
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	Nil	NA	NA	NA	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
02	01	01

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

Name of the Department	Number of PhD's Awarded
NA	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Economics	1	Nil
National	Bengali	4	Nil
National	Sociology	1	Nil
International	Geography	1	2.9
National	English	1	Nil
National	History	1	Nil
International	Education	2	Nil
National	Philosophy	1	Nil
National	Political Science	1	Nil
International	Botany	1	1.6
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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
Bengali	1
Sociology	2
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index 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 citations excluding self citation
Specialized metabolites contributing to colour and scent volatiles in Uvaria hamiltonii flowers	Bubai Bera	Natural Product Research	2019	10.108	KMMM	35
Application of USLE in a GIS environment to estimate soil erosion in the Irga watershed, Jharkhand	Poushali Roy	Physical Geography	2019	2.9	KMMM	2
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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 affiliation as mentioned in the publication
Application of USLE in a GIS environment to estimate soil erosion in the Irga watershed, Jharkhand	Poushali Roy	Physical Geography	2019	2	2	KMMM
Specialized metabolites contributing to colour and scent volatiles in Uvaria hamiltonii flowers	Bubai Bera	Natural Product Research	2019	10	35	KMMM

lites contributing to colour and scent volatiles in Uvaria hamiltonii flowers		Research				
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	16	32	24	12
Presented papers	4	8	12	2
Resource persons	1	2	4	10

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
IQAC Workshop	IQAC, KMMM	10	250
Workshop on Gender Issues	NSS Units, KMMM	2	100
Seminar on Media, Culture Society	Sociology Department ICSSR	42	208
IRS Workshop on Remote Sensing	Department of Geography IRS, Dehradun	6	36

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Pblication in International Journal	Paper with citation index	Physical Geography	2

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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
Gender	NSS Unit	NSS Workshop	2	100

Sensitization				
Swachh Bhat Abhijantar	NSS/KMMM and Red Cross Society, Purulia Unit	Weekly Activities by Students	2	100
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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	Duration
Organization of International Conference	250	ICSSR	2
Workshop on Gender Equity	102	SBCC and Raamkrishna Mission NSS Unit, KMMM	1
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Workshop on Gender Equity	Workshop	SCSS and Ramkrishna Mission, Purulia	13/07/2019	13/07/2019	102
CAMS Workshop	Workshop	CAMS Software, Burdwan	17/07/2019	17/07/2019	34
SWAYAM Courses	Workshop	MOOCS, Govt. of India	30/03/2019	29/07/2019	07
Admission Software Workshop	Workshop	Admission Software, Kolkata	17/05/2019	17/05/2019	18
International Seminar on Media, Culture Society	Seminar	ICSSR	25/02/2020	26/02/2020	250
Workshop (IRS Dehradun)	Workshop	IRS, Dehradun	01/08/2019	07/08/2019	42
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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/teachers participated under MoUs
ICSSR	25/01/2020	International Seminar organization by the Department of Sociology on Media, Culture and Society	250
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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
36	36

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Newly Added
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Others	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 partially)	Version	Year of automation
N-List	Partially	Inflib, Nlist Set	2018
Inflib-net	Partially	Inflib Nlist set	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	5082	132277	68	15530	5150	147807
Reference Books	7500	1900111	500	110060	8000	2010171
e-Books	3135000	5900	Nill	5900	3135000	11800
Journals	606	54000	Nill	1	606	54001

e- Journals	6000	5900	Nil	5900	6000	11800
Others (specify)	365	1825	365	1825	730	3650
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under 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 launching e-content
Dinesh Chandra Maiti	SWAYAM	MOOCs	30/03/2019
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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/GBPS)	Others
Existing	31	2	17	1	1	7	7	100	0
Added	0	0	0	0	0	0	0	50	0
Total	31	2	17	1	1	7	7	150	0

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

150 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 and recording facility
UGC Network Resource Centre	http://www.kashipurmmm.org
GIS Laboratory	http://www.kashipurmmm.org/department.php?dept=3&item=1

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding 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
69.88	1.25	36	36

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

<p>Procedures for Maintaining Campus Facilities: 1. Laboratories: There are nine laboratories in the College including Botany Laboratory, Chemistry Laboratory, Geography Laboratory, GIS Laboratory, Mathematics Laboratory, Music Rooms,</p>

Physical Education Rooms, Physics Laboratory and Zoology Laboratory. Departments are permitted to engage themselves to maintain the instruments with Stock Register and AMC with specific companies for timely servicing wherever necessary. There are Laboratory Attendants for each department who takes care of the laboratories with sincere effort. 2. Library: There is a Central Library and Eight Departmental Libraries. Besides these, there is a Book Bank facility for Geography Department. Central Library has one Librarian, one Library Peon and two staffs for daily issue and receiving of Books and Journals. All the staffs are sincerely maintaining the College Library with utmost care. Departments are responsible for Departmental libraries. 3. Sports Complex: A playground with track-and-field, one badminton court, one volleyball court, one multi-gymnasium are available within the College campus. College administrators regularly review playground, courts gym maintenance tips with staff. The Sports Committee the Department of Physical Education create an annual maintenance schedule gathering the right equipment and keeping the playground, courts other sports equipment clean and usable. 4. Computers: There are 31 computers and 1 laptop. The Asset Maintenance Committee reviews the status of the equipment on a regular basis. The computers are fixed whenever necessary and software are upgraded regularly. 5. Classrooms: The classrooms and laboratories are cleaned regularly by the three cleaning staff. Physical infrastructure viz. desks benches, blackboards, electric supply, etc. are maintained/repaired/added by the College authority as and when needed.

<http://www.kashipurmmm.org/gymnasium.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 in Rupees
Financial Support from institution	1. Freeship 2. MSPSDMS 3. SRMS-1 4. SRMS-2 5. SRMS-3	25	18000
Financial Support from Other Sources			
a) National	National Scholarship Portal	2	20000
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 etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Seminar on Yoga for Daily Life	05/01/2020	100	Yogada Satsang, Palpara Unit, Medinipore, est Bengal
Workshop on Yoga for Mental Peace	16/08/2019	250	Yogoda Satsang, Lakshanpur, purulia, West Bengal
Webinar on Importance of Yoga in Daily Life	21/06/2020	300	ISKON (Ujjayan) and Ramkrishna Mission (Purulia)

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the 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	Number of students placed
2019	Career Counseling (Private)	100	100	2	Nil
2020	Career Counseling (Kashipur Panchayat)	125	125	Nil	Nil

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

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

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	Number of students placed
02	125	2	04	300	Nil

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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	Name of programme admitted to
2019	15	BA (Hons)	Bengali	SKBU, KNU, BU, RBU	MA
2019	3	BA (Hons)	Economics	SKBU	MA
2019	3	BA (Hons)	English	SKBU, Raipur, Bilaspur	MA
2019	8	BA (Hons)	Geography	SKBU, KNU, Raipur, BHU	MA
2019	12	BA (Hons)	History	SKBU, VBU	MA
2019	4	BA (Hons)	Philosophy	SKBU, BU	MA
2019	4	BA (Hons)	Political Science	SKBU	MA

2019	7	BA (Hons)	Sociology	SKBU, VBU	MA
2020	3	BA (Program)	Sanskrit	SKBU	MA
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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
NET	2
SET	2
Any Other	8
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Annual Cultural Competition	College Level	128
College Annual Sports	College Level	214
District Sports	University / District Level	46
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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	Name of the student
2019	Best Athlete (Female)	National	6	Nil	423	Jyotsna Majhi
2019	Youth Parliament Competition (Placed 3rd)	National	Nil	2	--	College Youth Parliament Team
2019	Best Athlete (male)	National	4	Nil	213	Prasenjit Sardar
2019	Champion in Shot Put	National	2	Nil	645	Kabita Hembram
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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)

Activity of Students Council: 1. There is a Students Council in the college since 2004-05. But from 2015-16, No Students council Election was held up as per not permitted from the Government of West Bengal. 2. Students are represented from each class as Class Representative (CR). The rules for this

election is almost same as State Assembly Election. There is a process of Nomination among current admitted students. From them, 2 CR have been selected / Elected from each class consisting of 40 Students. 3. Students Council has a committee of: President General Secretary Assistant General Secretary Sports Secretary Cultural Secretary Students Welfare Secretary (Male) and Students Welfare Secretary (Female) 4. GS of the students council is a regular member of College Governing Body. He / She can takes part to make a decision on any aspects for the betterment of the students of the college. He / She can suggest to the college athority for smooth running of the college with its daily normal activity.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

128

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

KMMM Alumni: 1. KMMM Alumni was form in February 2018 during the Reunion of the Ex-students of the college. 2. A committee was formed with the members of the alumni of students with Principal ? Teacher-in-Charge as president of the committee. There is one secretary, one treasurer, Vice presidents, Cultural Committee Convenor into the committee. 3. This committee organize Blood Donation Camp, Annual Cultural Program, Help in Annual College Sports, Organize Online Teachers Day in 2019-20 session. 4. There is a priority for the college authority to register this Association. 5. There is a proposal of monthly subscription of the members also. 6. College will try to increase the members of this association bot smooth activities which will help to make a better institutions. 7. During previous NAAC visit, Members of KMMM Alumni meet with the Peer Team and suggest some good proposals for the college.

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)

Decentralized and Participative Management (2019-20): 1. Organization of International Seminar on 25-26 February 2020 on Media, Society and Culture by the Department of Sociology with the collaboration of ICSSR, New Delhi. Through this two-days discussion, many papers have been presented on decentralization and participative management in media, culture and Society. This topic is very much relevant for the college also. The college is trying to follow the discussion. 2. College Authority has given autonomy to the eighteen departments for preparing and distribution of syllabus, class routine, topics for teaching to the students, topic to present for students in the Mentor-Mentee Program, selection of theme for seminar / conference / webinar / workshop they want to organize, selecting place for venue for field survey, and any other matter related to improve the result of the department. 3. The College has always been receiving generous help and cooperation from the people associated with it and also from the people and well-wishers at large as well as eminent personalities of the locality. We hope and believe that this cooperation will go on

increasing.

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

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Curriculum Development: College is giving preference to uplift all faculties to upgrade themselves. Teachers are allowed to attend Refreshers Course, Orientation Program, Faculty Development Program and other UGC approved programs.
Teaching and Learning	Teaching and Learning: College has a Central Library with Text Books, Reference Books, Journals, e-Journals, etc. Besides this, each department has their own Departmental Library for students and teachers. Teachers also used ICT in their teaching. There is one Smart Class and eight classes with computer facilities with internet connections.
Examination and Evaluation	Examination and Evaluation: Students admission is done by purely online basis following Sidho-Kanho-Birsha University guidelines and Government of West Bengal Guidelines. Online merit list is published and admission is done following that list.If requires permission from BCWD has been taken to fill up the caste-wise vacant seats.
Research and Development	Research and Development: There are three such department who are engaged to guide Ph.D. and M.Phil Students as attached with SKBU. Individual teachers are also presented papers in various seminars and conferences. Most of the teachers are engaged with research activities and published papers in journals, book chapters in regular basis.
Library, ICT and Physical Infrastructure / Instrumentation	Teaching and Learning: College has a Central Library with Text Books, Reference Books, Journals, e-Journals, etc. Besides this, each department has their own Departmental Library for students and teachers. Teachers also used ICT in their teaching. There is one Smart Class and eight classes with computer facilities with internet connections.

Human Resource Management	<p>Teachers are skilled in their subjects. They have trained from the HRDC in various universities via Orientation Course, Refresher Course, FDP etc. Mostly Chalk-and-Talk methods are used for teaching. Now a days, teachers are following ICT and ppt presentation for teaching. Slow learners are given special attention.</p> <p>Some teachers are the honourable members of University Board of Studies. They are trying to upgrade syllabus time to time. Demand from the colleges are also placed to the university via Board of Studies meeting. Teachers Council also suggest to take initiatives for curriculum development for the betterment of the students.</p>
Admission of Students	<p>Admission of Students: Admission process has been started since the HS (102) Examinations of the West Bengal Council of Higher Education has started. Online software selection, training and software preparation are the next part for students admission. Then Online application is received and a merit list has been published on the basis of marks of the students in their 102 examination. They have been asked for documents verification after the class started on the basis of their admission in a particular course.</p>

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

E-governance area	Details
Planning and Development	<p>There are Governing Body to govern the college. GB creates many committees in the beginning of the session to look into the various matter related to students learning and evaluation. Bursar is panning for Financial Budget, Purchase Committee is planned for purchasing and Finance Committee gives the approval for purchase. Other academic activities are taken by Teachers Council with the consultation with IQAC of the College.</p>
Administration	<p>College Administration and Management Software (CAMS) are used for administrative work. Governing Body, IQAC, Teachers Council and other academic bodies used ICT and other e-method for daily activities of the colleges.</p>
Finance and Accounts	<p>College is under Indian Financial Management System (IFMS) provided by</p>

	<p>the Government of West Bengal. All finance related matters are done by using this system. College accounts also done by using CAMS and IFMS. Regular audits also done with Auditors recommended by the Government of West Bengal.</p>
Student Admission and Support	<p>Central Admission is done by online mode. Online merit list is published and admission is done following merit and caste rules of the government and university. Government Fellowship, College Scholarship etc also done following government instruction through online mode time to time.</p>
Examination	<p>Examination work also done through online mode like question paper collection, seat arrangement Descriptive roll preparation, and marks submission. Link are provided to teachers whenever necessary. Examination has two steps: Internal Assessment is done by the college itself following SKBU guidelines. Then there is Final examination conducted by the university in every six months. As semester system has been introduced by the university since 2017-18 Academic Session, Examination and evaluation is done as per university norms. Teachers are engaged in paper Setting, invigilation, evaluation throughout the year.</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	Amount of support
2019	NA	NA	NA	Nil
2020	NA	NA	NA	Nil
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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)
2019		--			15	6

	Admission Software Workshop		17/05/2019	17/05/2019		
2019	CBCS Workshop	--	01/07/2019	01/07/2019	42	12
2020	--	CAMS Workshop	02/01/2020	02/01/2020	4	12
2020	--	KMMM ECCS Meeting	17/02/2020	17/02/2020	15	11
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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	Duration
Orientation Program	1	15/07/2019	02/08/2019	21
Orientation Program	1	29/11/2019	19/12/2019	21
Orientation Program	1	29/11/2019	19/12/2019	21
Orientation Program	1	04/09/2019	24/09/2019	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	1	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
KMMM ECCS Cooperative Ltd	KMMM ECCS Cooperative Ltd	KMMM Alumni

6.4 – Financial Management and Resource Mobilization

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

Institutional Audit: 1. West Bengal Government recommended enlisted Auditor for college audit every year. A team of auditors examine details of papers starting from admission to result of students, Fund or Grants details (source and expenditure) , construction and maintenance work, scholarship and freeship related documents, Books and Equipment purchase, stocks and assets, liabilities, bank details and interests and give certificate. 2. College has a Financial Sub Committee and a Bursar for internal audit. Starting from the financial session in April 2018 to March 2019, planning of income and expenditure is done by the Bursar and send it to the Financial Sub-Committee. Then this details will check by the Governing Body and approved. 3. Governing Body has the final say about internal and external audit and financial

management of the college. Principal is the DDO of the college and take necessary steps smooth functioning of the financial matters.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA
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6.4.3 – Total corpus fund generated

00

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	Authority
Academic	Yes	SKBU, Purulia	Yes	IQAC, KMMM
Administrative	Yes	Govt. of West Bengal	Yes	Governing Body, KMMM

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

Parent-Teacher Association (2019-20): 1. Academic Session (2019-20) has began with the introductory meeting with parents and teachers in early July 2019. During this orientation, Parents can learn about the academic process of the college and about the scholarship and freeship provided by the college authority. 2. Teachers also ask students to meet them during the form fill up for Students Enrollment and Examinations during August to November 2019. Regarding details of the students is needed for registration and form fill up for examinations. 3. Students and parents feedback have been taken at the end of the session of each semester (December 2019 and January 2020). Parents can comments, complains and asks about any means related to their sons and daughters about their performance in the process.

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

Development Programs for Support Staffs (2019-20): 1. CBCS Workshop has been organized by the IQAC. 2. CAMS Workshop Organized for learning and practicing official Work 3. KMMM ECCCS Pvt Ltd has been established for TS and Support Staffs for their help whenever necessary. 4. Regular Meeting with NTS and Member of Governing Body. 5. Provide facilities from Provident Fund and leave related matter

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

Post Accreditation Initiatives by IQAC: 1. Fill up of the post of Principal and other teaching and Non-teaching Staffs. 2. Create funds and take initiatives for the infrastructural development to benefit students, teachers, support staffs and administrators of the college. 3. Strong initiatives for academic improvements and better result. 4. Higher and skill-based education and placement is also in the priority list. 5. Introduction of more and more Certificate course and Diploma course. 6. Introduction of PG courses for some subjects (Bengali and Geography are in the front-lines).

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal

	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

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
2019	International Seminar Organized on Media, Society and Culture	19/11/2019	25/02/2020	26/02/2020	250
2020	Students Feedback	19/11/2019	17/12/2019	24/12/2019	359
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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 during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
SBCC Program organized by NSS Units on Gender Equity	13/07/2019	13/07/2019	50	50

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

Percentage of power requirement of the University met by the renewable energy sources
<p>Environmental Consciousness and Sustainability Initiatives: 1. International Webinar organized on 05.06.2020 on COVID-19: Challenges and Opportunities by the IQAC of the College. Janab Hasan Mehedi (CLEAN, Environmental Activist, Bangladesh), Dr. Harekrishna Bera (Haldia Medical College, West Bengal) and Professor Subhasis Bhattacharya (Sidho-Kanho-Birsha University, Purulia) are the Resource Persons and more than 800 participants take part in the discussion on impact of COVID on Human and Environment. 2. State-Level Webinar organized by the Santali Department of the college on 30.06.2020 on the Hool Divas. How ancient people used ayurved in their life was the main part of discussion. Srikanta Soren (Visva-Bharati University), Dr. Sushil Hansda (Vidyasagar University) and Sripati Tudu (Sidho-Kanho-Birsha University) were the Resource Persons.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	15
Provision for lift	No	Nil
Ramp/Rails	Yes	3

Braille Software/facilities	No	Nil
Rest Rooms	Yes	15
Scribes for examination	Yes	2

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 participating students and staff
2019	1	1	13/07/2019	01	Gender Equity	Sexual Harrasment	102
2020	1	1	15/02/2020	01	AIDS Awareness Program	Problems and Solutions of AIDS and other Deases	102
2020	1	1	14/03/2020	01	Swachhata Bharat Abhiyan	Importance of cleanliness in the College Campus and in surrounding area also	145

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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)
College Prospectus	20/09/2019	College Prospectus for 2019-20 has been published and distributed to students, teachers, Non-teaching Staffs and other administrative staffs attached with the college. This Handbook describes the Human Values and Professional Ethics Code of Conduct.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Workshop on Gender Equity	13/07/2019	13/07/2019	102

AIDS Awareness Program	15/02/2020	15/02/2020	102
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

<p>Initiatives for Eco-Friendly Campus: 5. Department of Economics and Geography taught their students about the necessity of Green campus as part of their syllabus in Environmental Economics and Environmental Geography respectively.</p> <p>The department of Environmental Studies also conducted a project on environmental sustainability with the students of both Honours course in Semester I and Program Course in Semester II as a part of the syllabus.</p>
<p>Initiatives for Eco-Friendly Campus: 1. NSS Unit I and II have organize a regular classes on every Saturday to clean the campus every week.</p>
<p>Initiatives for Eco-Friendly Campus: 2. Department of Botany has taken the initiatives to maintain a Harbel Garden inside the campus.</p>
<p>Initiatives for Eco-Friendly Campus: 3. Science departments (including Chemistry, Botany, Zoology, Mathematics and Physics) are jointly done the Green audit inside the campus and suggested the college administration for further necessity of tree plantation to increase the greenery of the college.</p>
<p>Initiatives for Eco-Friendly Campus: 4. As per suggestion of the NAAC Peer Team (November 2016 for NAAC Visit: Cycle 1), trees like Eucalyptus shall be replaced with other trees which is campus friendly like Sal, Segun, Radhachura, Krishnachura etc.</p>

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

<p>Best Practices: 1. Digital Inclusion: The Academic Session 2019-2020 is partly affected with the Corona pandemic. In West Bengal, all academic institutions have been closed since 16.03.2020. This session was stated with offline classes as usual but during the mid-term of the Even Semester (January to June), students, parents, non-teaching staffs, administrators and even teachers (all those who directly or indirectly involved with college teaching) were in dilemma that how to carry forward the academic activities. It was the effort of entire Kashipur M. M. Mahavidyalaya family that the College has been using digital platform for daily classes, attendance, examinations, evaluation and other aspects of academics. Study materials have been shared through College website, via mails, and also by creating WhatsApp group. Online classes has been taken through Zoom, Google Meet, Webex and other apps also. This is the most important academic practice of the College in this academic session. 2. Mentor-Mentee Program: IQAC has taken the initiatives of organizing Mentor-Mentee Programs for every departments through online mode. Students have presented their papers on various topic included into their syllabus in the presence of other students and teachers. Teachers as mentors discussed on the presentation of the student and students as Mentee take notes on that for their future learning of the subjects. Through this process, IQAC has been trying to improve the skills of the students as future responsible citizen of India who can talk on various issues and ask for their demand. Also through this process, they can learn to face the challenges and known to answer the questions during any kind of presentation. 3. COVID Help Desk: To fight with the Corona outbreak, college has been taken the initiatives to construct a COVID Help Desk with local Teachers and Non-teaching Staffs of the college. This team has been working for the two adopted villages of the college, Rangiladih and Gopalchowk with the help of two NSS wings of this college. Four rooms of the college have been allotted for the migrated labour of Kashipur and surrounding areas as per consultation with Kashipur Panchayat Samity and Kashipur Police Station. Rooms</p>

have been disinfected with sanitizers by the local administration before and after the process. For any kind of help for medical facilities (e.g. admission to the Hospital, supply of medicines, supply of oxygen, thermo-guns or temperature recording, oxymeters, sanitizers etc.) this Help Desk worked for the betterment of the society. Teachers and NTS of the college have opened their contact numbers to the local public for any kind of help for twenty-four hours to overcome from this pandemic situation. 4. KMMM Relief Fund: A relief fund has been created with one day salary of the staffs of the college for helping the COVID affected people of surrounding areas of the college. A door to door survey had been conducted in the said two villages and prepared a list of requirements of the villagers. Foods, educational requirements, recharging for mobile to participate in online classes etc have been supplied for two separate months. NSS Unit I and NSS Unit II have been taken major initiatives to distribute these daily requirements to the villagers.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://www.kashipurmmm.org/best_practices.php

7.3 – Institutional Distinctiveness

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

Institutional Distinctiveness: Kashipur Michael Madhusudan Mahavidyalaya has been constructed in this region of Kashipur block of Purulia District of West Bengal on the vision of helping local students to incur their dream of higher studies. The main goals of establishing this institution in this locality are: 1. To provide the students of Kashipur and adjacent area with the opportunity to enhance their educational qualification through receiving higher education and to enable them to build their capacity necessary for being effectively and gainfully employed. 2. To bring the local people living around in touch with various educational and social welfare services undertaken by the College through NSS or other extension activities. 3. To humbly attempt to create an atmosphere of learning and awakening through the gradual spread of education and academic culture. 4. The College has always been receiving generous help and cooperation from the people associated with it and also from the people and well-wishers at large as well as eminent personalities of the locality. This College hopes and believes that this cooperation will go on increasing. 5. The staffs of this college always remember with due respect those people who have touched our College with their dedicated works. They did their novel works, now it's the right time for us to continue what they left for us. 6. This legacy of helping the entire area surrounding to this college, COVID Help Desk, KMMM Relief Fund have been formed and generated to fight against the pandemic occurred due to Corona virus.

Provide the weblink of the institution

<http://www.kashipurmmm.org>

8.Future Plans of Actions for Next Academic Year

Future Plans for the Academic Year (2020-21): 1. Faculty Upgradation: Upgradation of faculties through participation in the Orientation Program, Refresher Course, Faculty Development Program, Seminar / Conference / Workshop / Webinars will be in priority. Teachers will be allowed to take part in Faculty Induction Program and Research Methodology Workshop for improving their skill into their individual subjects. 2. Doctorate Faculties: IQAC always encourages faculties to apply for, enroll and complete doctoral degree in the next academic session. The college has seventeen substantive full time teaching post (out of which two Associate Professor, fourteen Assistant Professor existing and one post

is still lying vacant) and four teachers have Ph.D. degree. 3. Creation of Teaching Post: There are eighteen subjects taught in the college and sixteen full time teachers have been engaged in teaching with twenty-six SACT (State Aided College Teachers). Application to the Higher Education Council have already been placed for the newly teaching post. In the next academic session this will be another priority of the college. 4. Improvement in Students Performance: Students of the college are still lagging behind in the academic performance or result in final examinations. To improve this shortfall, college authority with the guidance of IQAC, will take necessary steps to improve the situations. 5. Minimize Drop Outs: A small percentage of students have been drop out from college due to Lockdown and financial shortages in the academic session 2019-20. In the next academic session, college will take initiatives to minimize this drop out by helping the reasons and support them accordingly.