Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**AGHOREKAMINI PRAKASHCHANDRA MAHAVIDYALAYA**
Name of the head of the Institution	**Dr. Paramartha Ghosh**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03211246235**
Mobile no.	**9434345586**
Registered Email	**akpc_m@yahoo.co.in**
Alternate Email	**pghoshakpc@yahoo.com**
Address	**Subhashnagar, P.O- Bengai, Dist.: Hooghly**
City/Town	**Arambagh**
State/UT	**West Bengal**
Pincode	**712611**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Ashish Kar**
Phone no/Alternate Phone no.	**03211246772**
Mobile no.	**8583006239**
Registered Email	**ashishkar1957@gmail.com**
Alternate Email	**nandysamir@yahoo.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.akpcmahavidyalaya.org/images/uploads/AQAR%202018-19.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.akpcmahavidyalaya.org/images/uploads/Adobe%20Scan%2008%20Feb%202023%20(1).pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**70.85**	**2004**	**16-Sep-2004**	**15-Sep-2009**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**08-Dec-2007**

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

Administrative and Technical Training Program for the Non-Teaching staff.	12-Jul-2019 2	23
Investors' Awareness Programme conducted by the Securities and Exchange Board of India (SEBI).	10-Aug-2019 1	34
Career Talk - The Vocational Guidance and Awareness Program.	13-Aug-2019 1	126
Meeting with the faculties.	20-Aug-2019 1	97
Meeting with the Management.	26-Aug-2019 1	22
Meeting with the Library employees in presence of members of Library sub-committee.	06-Sep-2019 1	23
State Level Workshop on the 'Use of Library Resources and Inflibnet N-List'.	14-Sep-2019 7	250
Workshop for students / other stakeholders on CBCS Curriculum.	08-Nov-2019 1	731
Meeting with the N.C.C unit members along with some senior Cadets.	10-Dec-2019 1	42
ICPR sponsored, National Level Seminar on ' Critical Thinking and Philosophizing'.	26-Feb-2020 1	120
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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
AKPC MAHAVIDYALAYA	PERIODICAL LECTURE	ICPR	2019 90	20000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	[View File](#)

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	No
Upload the minutes of meeting and action taken report	No Files Uploaded !!!
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)

For the purpose of imparting basic knowledge of Computers to the non teaching staff of our college and to familiarize them with the latest updates of the college software, the IQAC has organized a two day Administrative and Technical Training program for the non teaching staff on 12th and 13th July, 2019.

To provide the students with the accurate and up-to-date information about different career options and to help them for identifying careers, suitable for their skills, interests, and personality traits, the IQAC, jointly with the Career Counseling Cell, has organized a Career Talk - The Vocational Guidance and Awareness Program in the college on 13/08/2019.

To familiarize the students with the use of Library resources, including the e-Journals and e-Books under N-List through INFLIBNET, the IQAC and the Library Sub-Committee have jointly organized a week long State Level Workshop on the 'Use of Library Resources and Inflibnet N-List' during the period from 14/09/2019 to 20/09/2019.

To familiarize the students, mainly the newcommers, and the Non-teaching staff of our college with the new academic and evaluation procedures under CBCS, the IQAC has organized a two- day Workshop on CBCS curriculum and associated University rules on 08/11/2019. .

To improve the communication skills of our students, to provide them a chance to interact with the experts in the subject and to encourage them to explore new areas related to the subject, the IQAC and the Department of Philosophy of our college have jointly organized a ICPR sponsored, one-day National Seminar on 'Critical Thinking and Philosophizing'. The seminar has been organized on 26/02/2020 and altogether 120 persons, including the faculty members and the students of different colleges have attended the seminar as participants.

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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
1. Plan to impart Administrative and Technical training to the NonTeaching Staff of the college.	1. The IQAC has organized a twoday Administrative and Technical Training Program, the NonTeaching Staff on 12th and 13th July, 2019. Attending this Training Program as trainers, our faculty members, including the Bursar of the college, and the representatives of our software developer, have imparted basic knowledge of computers and discussed several updates of the admission and office software to 23 participants.
2. Plan to organize National / State / College level Seminars / Workshops / Awareness Program etc., jointly with different departments.	2. The following Seminars / Workshops / Awareness Programs have finally been organized by the IQAC, jointly with different Departments / Committees. (a) Investors' Awareness Programme, organized jointly with the Department of Commerce and conducted by the Securities and Exchange Board of India (SEBI), on 10/08/2019. (b) Career Talk - The Vocational Guidance and Awareness Program, organized jointly with the Career Counselling Cell, on 13/08/2019. (c) State Level Workshop on the 'Use of Library Resources and Inflibnet N-List, organized jointly with the Library Sub-Committee, during the period from 14th Sept to 20th Sept, 2019. (d) ICPR sponsored, National Level Seminar on 'Critical Thinking and Philosophizing', organized jointly with the Department of Philosophy, on 26/02/2020.
3. Plan to use the newly build Administrative-cum-Class Room Building for the implementation of Rain Water Harvesting Scheme 'Jal Dharo Jal Bharo (Preserve Water Reserve Water)', in our college for the 2nd time.	3. Due to the initiative of the IQAC and with the necessary clearance from our Management, the District unit of Water Resource Development Directorate, Govt. of West Bengal, has used our new Administrative-cum-Class Room Building for the implementation of Rain Water Harvesting Scheme 'Jal Dharo Jal Bharo (Preserve Water Reserve Water)', in our college for the 2nd time.
4. Plan to continue our efforts to familiarise the students/ other stakeholders with the academic and evaluation procedures under the new CBCS curriculum.	4. A one day student Workshop, on CBCS curriculum, has been organised by the IQAC on 08th November, 2019. Altogether 731 students have attended the workshop and have been benefited by the logical explanations, on CBCS curriculum and associated University rules, delivered by the invited speakers.
5. Plan to increase the number of Class Rooms, Laboratory Rooms and Office Rooms in the college.	5. On the recommendation of IQAC, the college authority has completed the construction work of 2nd floor and

	Right wing of the new Administrative-cum-classroom building. As a result, the college infrastructure has been augmented with the increase of four (04) new Class Rooms and one (01) new Laboratory Room, during this year.
6. Plan to renovate three old buildings of our college, viz.,(a) Ground Floor of Old Administrative Building, (b)Ground Floor of Bigyan Bhawan (Science Building), and (C) Sukanta Chatrabas (Boys' Hostel).	6. On the recommendation of IQAC, the necessary renovation work for the Sukanta Chatrabas (Boys' Hostel) and Ground Floor of Bigyan Bhawan (Science Building) has been completed during this year. The major repairing of the Ground Floor of Old Administrative Building has also been started during this year and the old office rooms and Teachers' Common Room have been developed and reshaped to get several new rooms,
7. Plan to take initiative for the shifting of entire Chemistry Department from the ground floor of Old Administrative Building to the Bigyan Bhawan (Science Building).	7. On the recommendation of IQAC, our Management has finally shifted the entire Chemistry Department from the ground floor of Old Administrative Building to a much specious, and airy building, the Bigyan Bhawan (Science Building). The Department can now carry out their academic activities from a more organized and well planned setup.
8. Plan to take initiative for the completion of construction work of the U.G.C. sponsored, two storied 'Indoor Sports Training Facilities'	8. Accepting the suggestion of IQAC, the college authority has finally completed the construction work of the UGC sponsored; two storied Indoor Sports Training Facilities, during this year. Our prestigious, 14000 sq. ft. Indoor Stadium is now ready to be used for all-round purposes of the college.
9. Plan to install a large Video Monitor at the lending counter of our Library for smooth computerized searching.	9. On the recommendation of IQAC, the college authority has installed a 32 inch Video Monitor at the lending counter of our Library, during this year. Tracking of Books in our Library can now be displayed to the students more conveniently.
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
GOVERNING BODY	14-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	**2020**
Date of Submission	**17-Feb-2020**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**The Management Information System of our college is mostly computerized and it comprises diverse modules for the benefit of all stakeholders. It consists of modules related to Admission, Administration, Pedagogy and Finance. These are discussed in details below. • Admission: The process of admitting students to different courses in our college has been upgraded to the online mode, as per the directives of the Department of Higher Education. The college website can be accessed by applicants for information regarding the beginning and termination of the admission process or checking the criteria for admission. Then they can apply online, check the Merit List on the website when it is ready and submit fees via online payment gateways, if they are selected. • Administration: Our college administration makes comprehensive use of CAMS, i.e. College Administrative Management System, to manage all the data relating to students and finance. This gives the authorities concerned easy access to the personal, academic and careerrelated information of our students—facilitating smooth running of the institution. • Pedagogy: Teaching and learning in our college depends a lot on the dissemination of information through our library and website. Our library is equipped with SOUL 2.0 or the Software for University Libraries—an integrated library management software. This , in addition to OPAC or Online Public Access Catalogue, helps teachers and students alike in deriving maximum benefit out of our library— since these facilitate cataloguing, acquisition and circulation of resources. Our teachers also provide the students all the study**

materials they need through our college website. • Finance: All the information relating to financial transactions of our college are digitized. The office makes use of WBIFMS—an integrated financial management system—in addition to CAMS for disbursal of salaries, deduction of Income Tax, deduction of P Tax, processing of pensions and maintaining PF related information. As our college audit is done by government auditors on a regular basis, these digitized modules of account keeping prove most useful.

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

Our institution follows the guidelines provided by the mother university, i.e. The University of Burdwan, in implementing the curriculum and chalking out the action plans. • Since the introduction of the CBCS system by our mother university in 2017, the entire academic process has been revolutionized. So, diverse initiatives are taken by our college to familiarize our students with the system. • Our college organizes Orientation Programmes every year for our freshers to make them acquainted with the features and complexities of the new semester-based and choice-based academic system as well as grade-based evaluation. • All the departments in our college chalk out Course Outcomes and Programme Outcomes to inform our students of the benefits of their courses of study , not only in parts but also as a whole. • Regular classes are arranged on a well-planned master routine to cover all areas of the syllabus to the fullest satisfaction of students. • To facilitate learning, our teachers often prepare/ procure and upload study materials onto our college website so that students do not suffer due to paucity of relevant books in the market or inability to buy books due to economic duress. • Class/ Unit Tests are organised independently by the Departments and Preparatory Tests for the Final Examinations are arranged centrally by the college. These tests not only keep the students abreast of the syllabus but also acquaint them with the exam-environment. Regular evaluations enable students to test their accomplishments periodically so as to improve future performances. Students are encouraged to visit, and make the fullest use of, the college library in order to enrich their academic experience. Library visits also inculcate in them the habit of looking beyond the syllabus. • College level as well as national level seminars and workshops are organised by different Departments of the college to acquaint students with the latest developments in their fields of study. • With the endorsement of the Principal, many Departments organise excursions or academic tours to make the learning process more lively. • For the moral education of students special lectures by spiritual personalities, like monks from Ramakrishna Mission (Kamarpukur), are hosted by the college. • Through the programmes organised by the Departments of NSS and NCC students are sensitised towards their duties and responsibilities to the society and nation. • For the documentation of the entire process, student feedback is collected every year from the final year students. These are properly analysed and the authorities are informed of the pros and cons that the survey brings to our notice. Then

steps are taken to maximize student satisfaction and minimize grievances.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
nil	nil	Nil	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	no new programme is introduced during the year	Nill
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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
Nill	NO NEW PROGRAMME IS INTRODUCED DURING THE YEAR	Nill

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 Enrolled
NO VALUE ADDED COURSE IS INTRODUCED DURING THE YEAR	Nill	0
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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	GEOGRAPHY	20
BSc	ZOOLOGY	18
BSc	ZOOLOGY AND BOTANY	16
BSc	NUTRITION HONS.	19
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No

Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained

With a mighty objective of quality assurance through satisfactory service delivery, the IQAC of AKPC Mahavidyalaya has designed the feedback forms for students, guardians, and the alumni of the college. Students' feedback is taken on five most crucial parameters namely, programme of study, facilities and infrastructure, academic activity, career guidance/placement and curriculum/evaluation. Multiple choice type questions on these aspects including questions with A, B, C, D options (where A denotes Excellent, B stands for Good, C symbolizes Satisfactory, D refers to Average) are used to ascertain the ratings given by the students. Guardian and Alumni feedback forms are also designed in a similar fashion. Students' feedback on teachers is based on, among other things, the teacher's knowledge base, the ability to design quizzes/tests/examinations/projects, communication skills, behavior, and sincerity/commitment. For the sake of objectivity, only the outgoing students of final semesters are asked to submit their feedback through manual forms. Parents submit their feedback on the college infrastructure, academic environment, availability of career oriented facilities for their wards etc. during Parent-Teacher meetings. In the students' feedback question on the choice of the subject aware us of the psyche of the students. With the help of questions on the digital infrastructure, the college has developed itself by installing more computers, internet connections, display boards etc. As a practice, the collected data is analyzed with the help of charts, diagrams, etc. and placed before the Governing Body of the college. As per the rules and regulations laid down by the UGC, State Government, and the affiliating university, the Governing Body, through the Principal instructs the stakeholders at all levels of the college to take necessary actions on the areas of concern. The Principal, then, takes major initiatives as he conveys the messages of the Governing Body to the HODs of the various departments as well as to the college level sub-committees. HODs and the members of the various sub-committees, as the case may be, chalk out action plans in consultation with the Principal and address the issues at hand effectively for the satisfaction of all concerned. Action taken reports, observations etc. are preserved for all future references. The entire college community is keen to maintain discipline, accountability and work ethics to the fullest satisfaction of all concerned. It is also ensured that we minimize the grievances, if any, to the level of zero as far as applicable. The college takes necessary advice from the external experts, as required, for the development of the college. The college acknowledges the role played by the guardians and the local community and solicits their active participation. The college expects to have an even greater participation from its Alumni Association in future.

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.)	105	1145	81

BA ENGLISH(HONS.)		81	702	69

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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	2548	0	40	0	40

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	Numberof smart classrooms	E-resources and techniques used
40	35	9	6	1	8

View File of ICT Tools and resources

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

Our college prides itself on maintaining a healthy student-teacher relationship. The bond between our students and teachers extends beyond mere academic exercises. Soon after admission, our students are divided into different groups and placed under different teachers of their respective departments. These teachers act as mentors for the young learners. Not only through teaching but also through counselling beyond class hours, our teachers try to encourage our students, help them maintain their mental health and solve problems in the rat-race of this competitive world. Their mentorship also ensures the optimum moral growth of the students by instilling right values into them. Our students look upon their teachers as their friends, philosophers and guides who can help them, through need-based counselling, negotiate different socio-economic or personal problems—including psychological or emotional issues that could, otherwise, hinder the fulfilment of their career goals. Guided by the mentors, our students get an opportunity to become better human beings, apart from doing well in examinations. They develop into confident, law-abiding, patriotic and responsible citizens. Therefore, the mentoring system is an indispensable part of the healthy academic environment of our college. 2.5.2 Recently the University of Burdwan to which our college is affiliated has introduced a Choice Based Credit System (CBCS) with Semester-wise evaluation of the learners, in lieu of the previous tripartite evaluation of students, consisting of the Part I, Part II and Part III examinations. An important part of the said system is Internal Assessment. 20 marks in each paper is allotted to Internal Assessment. This includes 5 marks in each paper to ensure regular attendance of students. If a student falls short of the required percentage of attendance s/he is debarred from taking the final examination. As every affiliated college is bound to adopt this pattern, our college has done the same. • As per the contemporary tradition set by the university, our college gives emphasis on the objective questions and answers to ensure originality, forestall plagiarism or rote-learning during internal assessment. • Our faculties use ICT nowadays to mail soft copies of the question papers of internal examinations and some model answers to the interested students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2548	40	1:64

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
35	27	8	5	13

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	Paramartha Ghosh	Principal	Expert for recruitment of Karmabandhu at Jamalpur Mavidyalaya
2019	Paramartha Ghosh	Principal	Member of Selection Committee for non-teaching staff of Rabindra Mahavidyalaya
2019	Paramartha Ghosh	Principal	Member of Selection Committee of selection of Cashier at Balagarh Bijoy Krishna Mahavidyalaya
2019	Paramartha Ghosh	Principal	Member of Executive Council
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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
BCom	CP	YEAR	11/07/2019	31/07/2019
BCom	CH	YEAR	02/07/2019	31/07/2019
BSc	SP	YEAR	11/07/2019	31/07/2019
BSc	SH	YEAR	03/07/2019	31/07/2019
BA	AP	YEAR	11/07/2019	31/07/2019
BA	AH	YEAR	03/07/2019	31/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

* Recently the University of Burdwan to which our college is affiliated has introduced a Choice Based Credit System (CBCS) with Semester-wise evaluation of the learners, in lieu of the previous tripartite evaluation of students, consisting of the Part I, Part II and Part III examinations. An important part of the said system is Internal Assessment. 20 marks in each paper is allotted

> to Internal Assessment. This includes 5 marks in each paper to ensure regular attendance of students. If a student falls short of the required percentage of attendance s/he is debarred from taking the final examination. As every affiliated college is bound to adopt this pattern, our college has done the same. • As per the contemporary tradition set by the university, our college gives emphasis on the objective questions and answers to ensure originality, forestall plagiarism or rote-learning during internal assessment. • Our faculties use ICT nowadays to mail soft copies of the question papers of internal examinations and some model answers to the interested students.

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

> Our college follows the Academic Calendar scrupulously for Continuous Internal Evaluation of students. Class Tests/ Unit Tests are organized by the respective departments. There is also a centrally organized College Test (the blueprint for which is prepared by the Examination Sub-committee) before the Final Examinations to prepare the students for the same. The answer scripts are also corrected in time by the teachers and the performances of the students are discussed by the examiners to facilitate their improvement in subsequent examinations. Recently the CBCS system has been introduced by the University which requires an Internal Assessment of the students in each semester. The said assessment is organised in the 10th week of each semester so that the final examination is not hampered in any way. If any student fails to appear at the internal assessment due to some unavoidable reason, an alternate test is arranged for the candidate on special grounds in the 11th week.

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://www.akpcmahavidyalaya.org/co_po.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
HISH	BA	HISTORY (H)	39	16	41.02
PLSH	BA	POLITICAL SCIENCE (H)	13	2	15.38
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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)

https://www.akpcmahavidyalaya.org/images/uploads/Student%20Satisfaction%20Survey(SSS)Report-%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

Nill	0	0	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
0	0	

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
NIL	NA	NA	Nill	NA

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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	0	0	0	0	Nill

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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 any)
International	PHYSICS	1	2.51
International	PHYSICS	1	3.59

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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
PHYSICS	1
BENGALI	1

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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

| NIL | NA | NA | 2019 | 0 | NA | 0 |

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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
NIL	NA	NA	Nill	0	0	NA

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

Number of Faculty	International	National	State	Local
Presented papers	10	18	8	4
Attended/Seminars/Workshops	8	6	4	3

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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
Birthday Celebration of Netaji Subhash Chandra Bose	4 Bengal Battalion NCC, Burdwan and NCC Unit Co - 4/2	12	45
Republic Day Celebration	N.S.S. Unit-I, II, III	56	235

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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
Celebration of Republic Day Parade	A Decorated Trophy of 2nd Prize Parade (Trained)	Sub Divisional Office, Arambagh	1
Executive Council	Member of Executive Council	The University of Burdwan	Nill
Appointment to the post for non-teaching staff of Rabindra Mahavidyalaya	Expert	The University of Burdwan	Nill
Selection of Cashier at Balagarh Bijoy Krishna Mahavidyalaya	Member of Selection Committee	The University of Burdwan	Nill

Recruitmentof Karmabandhu at Jamalpur Mahavidyalaya	Member of Selection Committee	The University of Burdwan	Nill
Inter Collegiate Annual Athletic Meet, 2021	2nd position in 5000 mt Run	The University of Burdwan	1
32th Bankura District Yogasan Championship -2019	1st position	Bankura District Yoga Welfare Sports Association	1
Indo-Nepal International Yoga Championship - 2019	2nd position in Group E (Girls)	H.I.Y.N.C. Hospital	1
Indo-Nepal International Yoga Championship - 2019	1st position in Group E (Girls)	H.I.Y.N.C. Hospital	1
No file uploaded.			

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 activites	Number of students participated in such activites
Water Pollution Awerness	4 Bengal Battalion NCC, Burdwan and NCC Unit Co - 4/2	Water Pollution and Water Reservation	25	125
Tree Plantation Pogramme	4 Bengal Battalion NCC, Burdwan and NCC Unit Co - 4/2	Tree Plantation Pogramme and Save Tree Awareness Relly	21	130
Special Camp	N.S.S. Unit-I, II, III	Various activities including Swachh Bharat	24	255
No file uploaded.				

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
Faculty Exchange	147	College Fund	06
Faculty Exchange	176	College Fund	04
No file uploaded.			

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	Duration From	Duration To	Participant

		with contact details			
NIL	NIL	NIL	Nill	Nill	NA
No file uploaded.					

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
SRS VIDYAMAHAPITH	21/08/2018	Collaborative activities for research, faculty exchange, student exchange	147
NETAJI MAHAVIDYALAYA	16/03/2019	Collaborative activities for research, faculty exchange, student exchange	176
No file uploaded.			

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
10000000	9647437.01

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Newly Added
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
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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 automation
SOUL	Partially	2.0	2010

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total

Text Books	**29368**	**1876725**	**265**	**60500**	**29633**	**1937225**
Reference Books	**160**	**29122**	**8**	**2560**	**168**	**31682**
Journals	**15**	**11700**	**0**	**11700**	**15**	**23400**
e-Journals	**6312**	**5900**	**0**	**5900**	**6312**	**11800**
Weeding (hard & soft)	**152**	**9123**	**0**	**0**	**152**	**9123**
e-Books	**211451**	**0**	**0**	**0**	**211451**	**0**
CD & Video	**19**	**864**	**0**	**0**	**19**	**864**
No file uploaded.						

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
NIL	**NIL**	**NA**	**Nill**
No file uploaded.			

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	**66**	**3**	**10**	**0**	**0**	**19**	**21**	**0**	**0**
Added	**1**	**2**	**2**	**0**	**0**	**3**	**2**	**0**	**0**
Total	**67**	**5**	**12**	**0**	**0**	**22**	**23**	**0**	**0**

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

60 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
E-CONTENT	https://www.akpcmahavidyalaya.org/study_material.php

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	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical

	facilities		facilites
3000000	2964031	7000000	6683406.01

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)

Our college has several sub-committees to look after the infrastructural maintenance and upgradation, in keeping with the need of the time. • The Building Sub-Committee ensures that we have laboratories and classrooms in functional condition to facilitate not only the teaching-learning process but also examinations. • The said sub-committee is sensitive to the grievances and suggestions of students and teachers with respect to infrasructure which are channelled to them via the Academic Sub-Commitee and the Students'Union, in order that proper measures can be adopted for redressing the problems. • The Building Sub-Committee is also responsible for the maintenance of standard Sports facilities, including a Multi-gym on our premises. • The Library Sub-Committee ensures that our library is well-stocked and well-maintained, so that it can withstand changes in the syllabi or can meet the demands of advanced students. Our library, recently computerized, gives our students and teachers access to e-sources. • ICT facilities are extensively used by our teachers as per the new practices in the world of pedagogy. Teachers have access to portable projectors which they can use in their classes. We also have two Smart Classrooms on our campus in addition to the portable projectors. Moreover teachers, sometimes, use their own devices while teaching. • To compensate for the lack of full-time teaching staff and to prevent any possible disruption in the academic process on account of it, our college recruits Guest Faculties, following suggestions from the Academic Sub-Committee and approval of the Governing Body. • Our college also has a Computer Maintenance Sub-Committee that always monitors the working condition of the computers. If any software or hardware needs upgradation or repair or replacement, they make suitable arrangements for the same. • For regular maintenance of the College Management Software our college subscribes to AMC (Annual Maintenance Contract). • Our college has a Purchase Sub-Committee comprising representatives from concerned departments. Following the requirements of different departments, it takes important decisions regarding the purchase of laboratory instruments as well as materials. The electrical appliances are also purchased and maintained by this Sub-Committee. • The Website Maintenance Sub-Committee looks after the college website, upgrading and re-designing the same as per the requirements of the time. It also uploads and edits important information for the convenience of all stake-holders. • The water cooler-cum-purifier at the ground floor of the Vijnan Bhavan and the one on the first floor of our New Administrative Building are maintained through regular servicing by the Purchase Sub-Committee. • The quality of meals and refreshments served at a cheap rate at our boys' and girls' canteens is monitored and maintained by the college administration. • The CCTV cameras that ensure undisrupted surveillance of the campus are maintained and updated by the Purchase Sub-Committee. • The cleanliness of the college campus is maintained not only by full-time sweepers or hired labourers but also the NSS units who offer voluntary service to their beloved institution.

https://www.akpcmahavidyalaya.org/maintenance.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	STUDENT AID FUND	17	12090
Financial Support from Other Sources			
a) National	SWAMI VIVEKANANDA MERIT CUM MEANS, KANYASHREE, AIKYASHREE, OASIS, SITARAM JINDAL, ETC.	1713	18245535
b)International	NIL	0	0

[View File](#)

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
NIL	Nill	0	N.A

No file uploaded.

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 passedin the comp. exam	Number of studentsp placed
2019	CAREER TALK	0	38	0	0
2019	INVESTORS AWARNESS PROGRAMME	0	56	0	0

No file uploaded.

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
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
PAN SEEDS PVT. LTD.	30	9	NIL	0	0

No file uploaded.

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	7	UG CBCS 3 YEARS DEGREE COURSE AKPC MAHAVIDYALAY AUG CBCS 3 YEARS DEGREE COURSE AKPC MAHAVIDYALAY A	PHYSICAL EDUCATION	BURDWAN UNIVERSITY	M.A
2019	9	"UG CBCS 3 YEARS DEGREE COURSE AKPC MAHAVIDYALAY A"	PHYSICAL EDUCATION	BURDWAN UNIVERSITY	M.PED

[View File](#)

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	4
Any Other	15
NET	6

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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	INSTITUTIONAL	234
ANNUAL SPORTS COMPETITION	INSTITUTIONAL	368
TEACHERS DAY	INSTITUTIONAL	175
INDEPENDENCE DAY	INSTITUTIONAL	87
RABINDRA JAYANTI	INSTITUTIONAL	45
INTERNATIONAL MOTHER LANGUAGE	INSTITUTIONAL	98
REPUBLIC DAY	INSTITUTIONAL	63
NATIONAL YOUTH DAY	INSTITUTIONAL	143
NETAJI BIRTH DAY	INSTITUTIONAL	33
FOUNDATION DAY	INSTITUTIONAL	132

No file uploaded.

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	NIL	National	0	0	N.A.	N.A

No file uploaded.

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

There is an active Students' Council on our campus that acts as the link between the students and the college authorities. The members represent the students in all academic and administrative committees/sub-committees, including the Governing Body, so that the interest of the students can be safeguarded. They also make sure that the policy-making of the college is focused on the benefit of the students. Their suggestions are welcomed by the college authorities to offer optimum service to the student community. • Apart from helping the teachers run their regular academic exercises smoothly, the Students' Council helps them organise different seminars, workshops and symposia by taking part in registration, hospitality etc as volunteers. • Besides, the Students' Council assists the college authorities to maintain law and order on the campus by preventing outsiders from sneaking into the premises with dubious intentions. • They help the authorities organise cultural functions, sports and several other activities. • Especially during the period of admission-related bustle, the college authorities find their support indispensable. • The Students' Council helps the college authorities to identify the needy or economically backward students, so that they can be offered scholarships or freeship by the college, the government or several non-governmental organisations. • The Students' Union also plays an important role in organizing NCC or NSS-related programmes. Especially in NSS the Students' Union helps the Programme Officers identify different areas in the locality for need-based community services.

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 :

0

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)

To create and foster a culture of decentralisation and participative management our college encourages the involvement of teachers and students in diverse spheres of administration. 1) Role of the teaching staff:- • Our college maintains a panel of senior teachers who act as teachers-in-charge when the

Principal is absent. • The headship of departments is rotational in our college which gives all full-time teachers equal opportunity to take an active part in the management of the institution. • Teachers also act as conveners in various sub-committees which also ensures active participation. • Teachers are also assigned leading roles, like that of NCC Officers and Programme Officers respectively, in NCC and NSS activities. • Our teachers also play significant roles as members of the Boards of Studies or the Executive Council to participate in the administrative work or decision-making at the University level. The college grants autonomy to departments with respect to— • Formulation of routine. • Conducting Class Tests, Quiz, Group Discussions, Excursions etc. • Publication of Wall Magazines. 2) Role of the students:- There is an active Students' Council on our campus that acts as the link between the students and the college authorities. The members represent the students in all academic and administrative committees/sub-committees, including the Governing Body, so that the interest of the students can be safeguarded. They also make sure that the policy-making of the college is focused on the benefit of the students. Their suggestions are welcomed by the college authorities to offer optimum service to the student community. • Apart from helping the teachers run their regular academic exercises smoothly, the Students' Council helps them organise different seminars, workshops and symposia by taking part in registration, hospitality etc as volunteers. • Besides, the Students' Council assists the college authorities to maintain law and order on the campus by preventing outsiders from sneaking into the premises with dubious intentions. • They help the authorities organise cultural functions, sports and several other activities. • Especially during the period of admission-related bustle, the college authorities find their support indispensable. • The Students' Council helps the college authorities to identify the needy or economically backward students, so that they can be offered scholarships or freeship by the college, the government or several non-governmental organisations. • The Students' Union also plays an important role in organizing NCC or NSS-related programmes. Especially in NSS the Students' Union helps the Programme Officers identify different areas in the locality for need-based community services.

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 100 words each):

Strategy Type	Details
Curriculum Development	Our college, being affiliated under the University of Burdwan, does not have any right to formulate a curriculum on its own. However, to supplement the University Curriculum for the integration of academic programmes and our institution's goals/objectives, we have adopted the following strategies (1) Our college has always tried to offer courses amenable to the needs of our students most of whom come of poor families and rural background.. (2) Through NSS programmes, our students learn about their social responsibilities, in addition to their respective academic subjects. (3) Through NCC programmes,

		nationalist spirit and patriotism are inculcated in students.
	Teaching and Learning	(1) To optimize teaching days by adjusting the holidays, recesses and examination schedules, an Academic Calendar is prepared every year and published in the Prospectus and uploaded in the college website. (2) Modules and Teaching Plans for all the departments are prepared for the timely completion of the syllabi. (3) ICT-based teaching method has been adopted by majority of teachers. (4) Many Departments organize excursions or academic tours to make the learning process livelier. (5) College and national level seminars and workshops are organized by different Departments to acquaint students with the latest developments in their fields of study.
	Examination and Evaluation	(1) An overview of the university/college examinations, with their expected time of occurrence during the entire course of study, is given to the fresh students at the commencement of every session. (2) Class Tests / Internal Assessments are conducted independently by each department without affecting the regular classes of the others. Only a College Test, prior to each University Examination in the old format, are conducted centrally. (3) Questions in the college examinations are set strictly as per the guidelines provided by the University. (4) Our Principal and departmental Heads ensure the timely publication of results of college examinations
	Research and Development	(1) A four member research committee addresses any research related issue in our college. (2) To create a dynamic research environment in the college, our management offers the following infrastructure and Human resources: • 7x24 hours high speed internet facility in the Laboratories, Library and Teachers' common room. • Free access of E- Journals under 'INFLIBNET' in college Library. • 7x24 hours free access of the college Laboratories. • Free Generator services for uninterrupted power supply. • A support staff exclusively for the researchers. • An office staff for the preparation / submission of official documents related to research schemes. Library

	ICT and Physical Infrastructure: (1) Automation of searching process in our Library has been completed. (2) A new Server unit and a new Terminal unit with a 55 inch Monitor are installed in the library. (3) A virtual class room, having more than 250 seats, is installed (4) Construction work of • 2nd floor of new Administrative-cum-classroom building, • Extension of Kala-Bhavan . • Right wing of new Administrative-cum-class room building .is started. (5) A Girls' canteen is constructed. (6) Construction of • a concrete cricket pitch, • a concrete basketball court and • the entire roof of Indoor Sports Complex is completed.
Human Resource Management	Our Principal, with the help of the Governing Body, the Teachers' Council, the Council of the Non-Teaching Staff and the Students' Union, ensures an efficient, transparent, impartial and unbiased human resource management. • The human resource management in our college mainly banks upon an equitable distribution of work, side by side with identification of special talents and ensuring the fullest use of everyone's potential. • Our college arranges training program for its employees for the purpose of enhancing their efficiency. • To fulfill the objectives of its employees, our college considers the cases of their promotion under CAS, seriously and promptly.
Industry Interaction / Collaboration	Nil
Admission of Students	(1) An updated version of the Admission software, with greater speed, improved customization facilities and efficient bulk SMS service provider, is used. (2) An improved Helpdesk facility, with multiple contacts Nos. and 24 7 support services, has been provided. (3) An easily accessible payment gateway, having real time update facility for receiving the online payments, is selected. (4) For transparency of the admission procedure, a detailed admission notice, with List of courses offered, category-wise allotment of seats per course, Eligibility criteria for each course, and complete fees structure, is widely publicized, at the beginning, through our official website, admission portal and college notice board.

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

E-governace area	Details
Planning and Development	IQAC members use the internet to explore Govt. / University portals for upcoming rules in the areas of curriculum, administration, promotion, and post-retirement benefits of the employees and share these rules with the employees / Principal through WhatsApp groups/emails for their awareness and future preparation. • Members of the Research Committee use the internet to explore the websites of different funding agencies for new schemes and share these schemes with the faculty members for their awareness and future preparation. • The members of the sports sub-committee similarly search and share the news of upcoming competitions with the students for their awareness and future preparation.
Administration	Every notice of the Principal and other administrative staff is uploaded to our official website and is simultaneously posted in the WhatsApp group of employees. • Notices of the Governing Body meetings are sent to each member through Email. • Govt. orders are downloaded from the State Govt. portal and are shared directly with the employees through a WhatsApp group. • An annual survey report is prepared and successfully uploaded to the AISHE portal.
Finance and Accounts	Pay and allowance related calculations are performed using our Office management software. • Pay and allowance of the employees are credited to their respective Bank Accounts through HRMS. • Govt. grants received towards different schemes are credited to the college accounts under Direct Benefit Transfer through PFMS. • Fees are collected partially through the payment gateway. • Books of accounts are maintained digitally using our office management software.
Student Admission and Support	The process of application, registration, preparation of merit list, counseling, and finally admission, all performed online using our Admission Portal. • Each update of the admission process is communicated to the concerned candidates through SMS/Emails by our Bulk SMS Service Provider. • Admission fees are

Examination	Department wise list of Examinees for the college examinations is downloaded directly from the office management software. • Question papers for the college examination are prepared in PDF format and printed using departmental computers. The PDF copies are also saved on the computers so that the copies can be shared with the future students via Email. • Marks of the students appearing for internal assessments are uploaded directly to the University portal. • Results are downloaded directly from the University portal

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	NIL	N.A	N.A	0
No file uploaded.				

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	Nil	Administrative and Technical Training Program for non-teaching staff	12/07/2019	13/07/2019	0	23
No file uploaded.						

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	Number of teachers	From Date	To date	Duration

professional development programme	who attended			
Faculty Development Programme onEmpowerment in online Teaching , Learning Evaluation for combating Covid – 19 Pandemic Situation"	1	02/06/2020	08/06/2020	07
Faculty Development Programme on "Open Source Tools for Research "	4	08/06/2020	14/06/2020	07
Refresher Course in ''Postcolonial Thoughts and Literature	1	10/12/2019	23/12/2019	14
Short Term course on Health and Stress: problem and Remedies	1	18/02/2020	24/02/2020	07
Wotkshop on E-content development for Online teaching Learning: Need of the Hour	1	25/06/2020	01/07/2020	07
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
47	5	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
General Provident Fund • Leave facility as approved by the University Leave Rules • Emergency Loan • Maternity Leave and Child Care Leave for female employee • Advance salary for the period prior to	• General Provident Fund • Leave facility as approved by the University Leave Rules • Emergency Loan • Maternity Leave and Child Care Leave for female employee • Advance salary for the period prior to	• Free Studentship (Half/ Full), • State Govt. Minority Scholarships • SC/ST Stipends • Students' Health Home facilities • Students Welfare fund • Students Aid Fund

| the Initial Pay Fixation | the Initial Pay Fixation
• Festival Advance | |

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 follows the government guidelines in this regard. The Director of Public Instruction, Government of West Bengal nominates one Auditor every three years for external audit. The auditor checks thoroughly the accounts of the college. The cash book which is updated on regular basis, the balance sheet, the income expenditure statement, utilization of government grant, and grants from other sources are displayed before the auditor. The Library records of books/journals, Asset Register, Stock registers of different departments are also verified during the time of auditing. Before the process of External Auditing a four members team is formed to verify all the records as a process of internal audit. This team consists of the members, like Bursar, Head clerk/Accountant, two senior teachers (From among the members of the Finance Committee). Whenever, the college gets any government grant a special audit is done by the Accountant General, West Bengal for verifying the process of utilization of those grants.

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
ICPR	20000	ORGANISED PERIODICAL LECTURE

No file uploaded.

6.4.3 – Total corpus fund generated

11502027

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	NIL	Yes	Head of the Institution, IQAC and Academic Subcommittee
Administrative	Yes	Higher Education Department of the Government of West Bengal	No	NIL

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

Though the college does not have a registered Parent-Teacher Association yet meetings are held regularly by each department so that the teachers can inform the parents about the academic growth of their wards. The teachers also maintain an attendance register through which they can intimate their parents about the irregularity of the students concerned. The parents are also requested to actively participate in the academic affairs of the college and provide their quality feedback on them.

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

1. One day training program for newly appointed non-teaching staff to enhanced their computer skills and make them ready to use the office management software and library software. 2. Hands-on workshop on WBIFMS portal from 13/12/2017 to 16/12/2017 and attended by 02 NTS of the College. 3. Encouraged to participate in the sports and the cultural activities of the college.

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

1. After the first accreditation by NAAC in 2004, our college initiated the process of introducing Postgraduate Course in Sanskrit and Under Graduate Honours / General Courses in several Arts / Science subjects. As a result of this initiative, 09 new honours courses and 03 new general courses have been introduced in our college during the post-accreditation period. 2. To make the teaching interesting and interactive, LED projectors / OHP have been installed in six classrooms. Besides that, a Virtual Classroom has also been established in the college. 3. The Library facilities have also been strengthened with the purchase of new books / Journals and the installation of several computers, equipped with the SOUL library software and internet facility, in the college library.

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	Administrative and Technical Training Program for the Non-Teaching Staff	12/07/2019	12/07/2019	13/07/2019	23
2019	Meeting with the Management (Governing Body)	20/07/2019	20/07/2019	20/07/2019	22
2019	Investors Awareness Programme conducted by the Securities and Exchange Board of India (SEBI)	10/08/2019	10/08/2019	10/08/2019	34
2019	Career Talk - The	13/08/2019	13/08/2019	13/08/2019	126

	Vocational Guidance and Awareness Programme				
2019	Meeting with the Faculties	20/08/2019	20/08/2019	20/08/2019	97
2019	Meeting with the Library Employees in presence of the members of Library Sub-committee	06/09/2019	06/09/2019	06/09/2019	22
2019	State Level Workshop on the Use of Library Resources and Inflibnet N-List	14/09/2019	14/09/2019	20/09/2019	250
2019	Workshop for the students / other stakeholders on the CBCS Curriculum	08/11/2019	08/11/2019	08/11/2019	731
2019	Meeting with the N.C.C. unit members	10/12/2019	10/12/2019	10/12/2019	42
2020	ICPR sponsored, National Level Seminar on Critical Thinking and Philosophizing	26/02/2020	26/02/2020	26/02/2020	120
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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

NIL	Nill	Nill	0	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 sources
• Replacement of electric bulbs by LED bulbs in the college premises. • Introduction of ' plastic free' and 'no smoking' campus area. • Use of solar energy wherever applicable. • Save water initiatives taken by the college. • Tree plantation project and Gardening on the college campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	No	0
Ramp/Rails	Yes	4
Braille Software/facilities	No	0
Rest Rooms	Yes	0
Scribes for examination	Yes	4
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 participating students and staff
2020	1	1	16/06/2020	14	Quarantine Centre for COVID 19	A part of our campus turned into a Quarantine centre for the patients to provide basic amenities	54
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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	01/07/2019	The college prospectus contains the code of conduct for all the stakeholders of the college

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of Independence Day	15/08/2019	15/08/2019	67
Observance of World Aids day	01/12/2019	01/12/2019	46
Foundation day	04/01/2019	04/01/2019	53
Celebration of National Youth Day	12/01/2019	12/01/2019	56
Celebration of Republic Day	26/01/2019	26/01/2019	58
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. A large number of plants and trees planted inside the main campus to encourage greenery

2. Water-Harvesting initiatives are taken.

3. The college encourages for 'No Plastic Zone'.

4. The college encourages for 'No Smoking Zone'.

5. Solar energy is used as an alternative source of energy.

6. The college encourages for energy saving LED lights instead of traditional lights.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 (2019-20) • Title: Rainwater Harvesting for the 2nd phase. • Objective: To continue our effort towards creating a sustainable environment by replenishing the local ground-water level through rainwater harvesting. • Context: As the depletion of ground-water level is one of the biggest environmental concerns, initiatives should be taken not only to check the same but also to reverse the process. So, our college feels proud to host the second phase of the rainwater harvesting project undertaken by the Zilla Parishad. • Practice: Our college has installed the technology required for the conservation of rainwater with the funds and expertise provided by the Zilla Parishad. The rooftop of the New Administrative Building serves as the Catchment Area and the tank as well as the Recharge Structure is located behind the said building. It is fully functional now. • Evidence of success: Thanks to the initiative, the local area still faces no dearth of ground water in spite of large-scale agricultural activities in the surroundings. • Problems encountered and Resources required: Our college faced no problem in installing the plant, as it was a government sponsored project. Best Practice 2 (2019-20) • Title: Creating a plastic and carbon free campus. • Objective: To continue our effort towards creating a sustainable environment by making our campus plastic and carbon free as far as possible. • Context: To save our dear planet as well as ourselves, we must adopt an eco-friendly life-style. As plastic is non-biodegradable, it poses a major threat to our environment. And as human health is affected by the health of our environment, we must reduce the use of plastic and our carbon footprint. So, our college has taken the following initiatives to achieve this goal. • Practice: As diode lights are more energy-efficient than filament lamps, our college has replaced around 172 filament lamps on the campus with LED lamps in the session 2019-20. It has reduced our

wattage consumption by 40. In the same session our college has added to the greenery on our campus by planting 150 trees in front of the Vijnan Bhavan and on both sides of the path stretching from the New Administrative Building to the STC Building. To make our campus plastic free, our college has put up messages of environmental awareness at select places, using graffiti or wall-art. Students are made aware of the dangers of using plastic and the harmful effects of littering. • Evidence of success: Thanks to these initiatives, we can boast of a plastic free campus since 2019-20. We have managed to reduce our power consumption also. • Problems encountered and Resources required: Our college faced no problem in implementing these measures. The cost of these initiatives was drawn from the college funds.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.akpcmahavidyalaya.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

Being situated in a rural area, our college mainly caters to the marginal and economically backward sections of the society. A considerable number of our students hail from SC, ST and OBC background and from places where even the basic amenities of a civilized existence cannot always be taken for granted. So, our vision is to provide them with an opportunity for comprehensive development. Therefore, our institution takes pride in achieving a balance between academic and cultural exercises to train our students for an enlightened and refined way of life so that they can overcome several evils of rusticity. With a view to achieving this goal, our college takes special care of slow learners. Often, teachers have to arrange for remedial classes to help backward students catch up with the ongoing lessons. These initiatives also prove beneficial for the students from poor families who miss classes sometimes due to their seasonal engagement in agricultural activities. Our college also arranges for cultural programmes, seminars and special lectures for our students to hone their artistic talents, refine their taste, inculcate ethical values in them and sensitize them to different social and global issues. Our college boasts of a vibrant Department of Physical Education that grooms the students who have an aptitude for games and sports. Since our college admits a considerable number of students from tribal areas, our students often excel in diverse games and athletics. Many of our students have proved their excellence at the university level, district level and the state level sports. This has helped some of them land government jobs in the sports quota—especially in the army and the police force. The Department of NCC in our college is very active—not only in conducting regular drills or training sessions but also in organizing social welfare programmes like Blood Donation Camps. The students who enroll for the NCC are trained into a disciplined way of life and develop a patriotic zeal for their motherland. The NCC training at our college enables our students to find a place in the Indian Army. Committed to serving the marginal and economically backward sections of our locality, our college provides financial support to our students, so that poverty cannot be an insurmountable hurdle in their academic life. Apart from guiding our students to apply for different scholarships, our college extends a helping hand to poor students by granting fee waivers in select cases. As most of our students are from poor families, they cannot afford any kind of insurance. This makes them vulnerable to different kinds of catastrophes. So, our college runs a Student Safety Policy, with Rs 4,10,50,000/- as sum assured, to insure our students against mishaps. As it is our priority to meet the academic and cultural needs of rural students, all these measures are implemented by our college for the

comprehensive development and empowerment of our students. This thrust is in keeping with our vision of serving the real India that is located mostly in the countryside.

Provide the weblink of the institution
https://www.akpcmahavidyalaya.org/vision_mission.php

8.Future Plans of Actions for Next Academic Year

1. Plan to arrange online classes during the COVID 19 pandemic situation, for the benefit of our students. 2. Plan to replace our server based Office Management Software by its web based version to facilitate Work from Home during the lockdown period. 3. Plan to select a payment gateway for collecting all types of fees in online mode. 4. Plan to complete the repairing work of ground floor of Old Administrative Building. 5. Plan to renovate the Bidhan Chatrabas (Boys' Hostel). 6. Plan to initiate the renovation work of the 1st floor of Old Administrative Building. 7. Plan to develop / restructure our College Website. 8. Plan to install COHA software in our college Library. 9. Plan to organize International / National / State Level Seminars / Webinars /Awareness Programs in collaboration with different departments. 10. Plan to initiate the process of signing MOU with some more institutions for Faculty and Student exchange. 11. Plan to develop own software for the collection, preservation, and analysis of data required for the preparation of AQAR / SSR. 12. Plan to initiate the process of filling up of vacant Teaching and Non-Teaching posts. 13. Plan to conduct all the meetings of IQAC during this year in online mode. 14. Plan to provide all kind of support to the local authority in fighting against COVID 19.