

# Yearly Status Report - 2019-2020

P	Part A
Data of the Institution	
1. Name of the Institution	KANDRA RADHA KANTA KUNDU MAHAVIDYALAYA
Name of the head of the Institution	Dr. Mrinal Kanti Chattopadhyay
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03453273372
Mobile no.	9434249709
Registered Email	mrinalkantee@gmail.com
Alternate Email	krkkm.iqac@gmail.com
Address	P.O. Kandra, P.S. Ketugram, Dist. Purba Bardhaman
City/Town	Kandra
State/UT	West Bengal
Pincode	713129

Affiliated / Constitu	iont		Affiliated			
			AIIIIaceu			
Type of Institution			Co-education	1		
Location			Rural			
Financial Status			Self finance	ed and grant-ir	n-aid	
Name of the IQAC	co-ordinator/Director		Minakshi Pau	11		
Phone no/Alternat	e Phone no.		919593920769	)		
Mobile no.			9195939207			
Registered Email			krkkm.iqac@g	mail.com		
Alternate Email			mrinalkantee	@gmail.com		
3. Website Addre	SS					
Web-link of the AC	AR: (Previous Acade	mic Year)	<pre>_ https://www.kandrarkkmahavidyalaya.c rg/content-gen.php?page_id=104</pre>			
4. Whether Acado he year	emic Calendar prep	ared during	Yes			
if yes,whether it is Neblink :	uploaded in the institu	utional website:	https://www.kandrarkkmahavidyalaya.org content-about-us.php?page_id=16			
5. Accrediation D	etails					
Cycle	Grade	CGPA	Year of	Vali	dity	
			Accrediation	Period From	Period To	
1	В	2.07	2016	16-Dec-2016	15-Dec-2021	
6. Date of Establi	shment of IQAC		10-Apr-2014			
. Internal Quality	y Assurance Syster	n				
	Quality initiatives	by IQAC during t	he year for promoti	ng quality culture		
		, in the starting t	he year for promoting quality culture Duration Number of participants/ beneficiaries			
	quality initiative by AC	Date &	Duration	Number of particip	ants/ beneficiaries	

Dept. of History	2	
International Seminar by Dept. of Bengali	28-Nov-2019 2	150
Regular meeting of IQAC	05-Feb-2020 1	10
Regular meetings of IQAC	03-Jan-2020 1	17
Regular meeting of IQAC	15-Nov-2019 1	23
	<u>View File</u>	

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

Institution/Departmen t/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2020 0	0
	Nc	Files Uploaded	!!!	

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	<u>View File</u>
10. Number of IQAC meetings held during the year :	3
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	<u>View File</u>
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)

? UG (Hons) in Economics and Philosophy and UG (General) in Botany and Zoology introduced. ? 8 students of PG department of Bangla (First batch) got first class.(100 Result in the First batch of M.A of the collge). ? All the vacant positions of the fulltime teachers are filled up except 1 in Political Science. ? Two major international seminars conducted by Dept of Bengali and Dept of History. ? Indrani Paul, student of Sanskrit Department stood first class first in the entire University. ? Encouraging faculties to undertake innovative methods of teaching in pandemic situation. <u>View File</u>

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				
5. Expansion of use of ICT	5. Procurement of computers, projectors and softwares extension and upgradation of internet connectivity extensive use of ICT in online teaching				
4. Planning of the renovation of Physical education and Geography laboratories	4. Successfully achieved				
3. Proposal for Rain Water harvesting	3. Do				
2. Proposal for the renovation of Playground	Do				
1. Proposal for inaugurating Masters in English and Geography	1 Do				
View	<u>v File</u>				
4. Whether AQAR was placed before statutory body ?	Yes				
Name of Statutory Body	Meeting Date				
Governing Body of the College	15-Feb-2021				
5. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes				
Date of Visit	14-Dec-2016				
6. Whether institutional data submitted to	Yes				
ear of Submission	2020				
Date of Submission	21-Jan-2020				
7. Does the Institution have Management nformation System ?	Yes				

Governing Body is mandatory. Governing Body in its regular and emergent meetings takes decisions. (a) The decisions were notified to the related persons/ institutions by emails and/or letters. Decisions are also notified through college website whenever needed. (b) Decisions of Governing Body were well among the stakeholders circulated so that their participation could be ensured. (c) It is also important that all the decisions of the Governing Body should be implemented properly. So the actions are tried to be taken promptly. And all the works and actions are properly monitored. (d) Finally minutes, resolutions, action taken and outcomes are systematically documented so that the records can be produced in time. Other than that the college used a College Management Software in the office by which all information regarding students teachers and nonteaching staff, admission, examination and college accounts is collected and disseminated.

# 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

instruction attainmen University for effective is circulat of it throw text and departmental the aca departments	nal content, main nt of educations forwards it to re implementation and the prospect and reference book l seminars and of ademic calendar of the college.	terials, resour al objectives. the college. on and delivery its, teachers a us provided at ks list, relevent other extracur of the collegent The Central	rces and pr Once the c The college y of curricu and the staf t the time c vant article ricular act e and put to library is k ademically a	tion of students ocesses for eval urriculum is for then deploys ac ilum. The curric of admission. Sy es, extensive le ivities are inco practice in di cept well equipp and financially	luating the rmed, the ction plans ulum content made aware llabus wise ctures, orporated in fferent ed. Tutorial
1.1.2 – Certificate	/ Diploma Courses int	roduced during the	academic year		
Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NIL	NIL	31/07/2020	0	NIL	NIL
1.2 – Academic F	Flexibility				
1.2.1 – New progr	ammes/courses intro	duced during the ac	ademic year		

Brogrommo/Course	Drogramma Spacialization	Datas of Introduction
Programme/Course Nill	Programme Specialization	Dates of Introduction 31/07/2020
NIII	No file uploaded.	51/07/2020
filiated Colleges (if applicable) during	Based Credit System (CBCS)/Elective of the academic year.	course system implemented at the
Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	1 Botany Zoology (Pass)	16/05/2019
BA	Economics & Philosophy (Hons	16/05/2019
1.2.3 – Students enrolled in Certificate/	/ Diploma Courses introduced during th	ne year
	Certificate	Diploma Course
Number of Students	Nil	Nil
I.3 – Curriculum Enrichment		
1.3.1 – Value-added courses imparting	transferable and life skills offered duri	ng the year
Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	31/07/2020	Nill
	No file uploaded.	
1.3.2 – Field Projects / Internships und	er taken during the year	
Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Educational Tour History and Mass Communication Department to Vijag	40
	<u>View File</u>	
I.4 – Feedback System		
1.4.1 – Whether structured feedback re	eceived from all the stakeholders.	
Students		Yes
Teachers		Yes
Employers		Yes
Alumni		Yes
Parents		Yes
1.4.2 – How the feedback obtained is b maximum 500 words)	being analyzed and utilized for overall o	development of the institution?
Feedback Obtained		
feedback from students and Feedback has been taken from different methods. During taken from students and par development planning of any	dback is a continuous proce parents, as they are the m om the stakeholders from ti the academic year 2018-19 s rents. The Students' Feedba y academic institution. In functioning of the college	ajor stakeholders. me to time through tructured feedback were ck is an integral part of this study students were

college authority to identify the strong and weak points of the institution. This encourages students to take active part in the development process of the college. In this process students were to review teachers' performance. A questionnaire was prepared for collecting students' feedback taking into consideration of the changes occurred in the academic structure particularly due to introduction of CBCS in 2017-18. Questionnaires were distributed among final year Honors students. Sixteen aspects were identified for survey. Students have to mark each aspect in 5 point scale. Number of respondent was 210. Feedback from parents is taken in various ways throughout the year particularly in time of Parent-Teacher meeting at Department Level as well as institutional level. The aspects discussed during the meetings and observations of teachers and staff in general a questionnaire was set and randomly served among 65 parents/guardians whose wards are studying this college at least for one year. All are requested to submit the filled up formats at the college office. As most of the respondents are not comfortable with English questionnaire was translated to Bengali. Eight filled up forms were found defective and had to be rejected. Finally, the Study was made on the basis of response of 57 parents. After the compilation of data it became clear that opinions of students and parents are roughly similar. The feedback is then analysed by the teachers and staff and necessary remedial measures are adopted. Suggestions from the Alumni, parents, academic peers and local communities regarding the needs and requirements of the students are given due importance and dealt with seriously. All the matters related to academics were discussed and decisions were taken in the meetings of Academic sub-committee, Teachers Council and in the meetings of IQAC with the Teaching and Non Teaching Staff. Feedback from the college authority is also an important component for overall development which comes through the Principal and the members of the Governing Body. The specified format for Feedback form is attached herewith.

# **CRITERION II – TEACHING- LEARNING AND EVALUATION**

### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

<u></u>	. I. I – Demanu Ra	tio during the year							
	Name of the Programme	Programm Specializat		Number avail			umber of ation received	Stu	dents Enrolled
	BA	Hons a Genera		1	765		2182		1337
				<u>View</u>	<u>v File</u>				
2.:	2 – Catering to S	Student Diversity							
2	.2.1 – Student - Fu	Ill time teacher ratio	o (currer	nt year data	)				
	Year	Number of students enrolled in the institution (UG)	student in the	nber of ts enrolled institution PG)	Numbe fulltime tea available instituti teaching or course	achers in the on nly UG	Number of fulltime teache available in th institution teaching only F courses	e te	Number of teachers eaching both UG and PG courses
	2019	1337		20	15	5	3		13
2.:	3 – Teaching - Le	earning Process							
	-	of teachers using lotted to the second se		ffective tead	ching with L	earning	Management S	Systen	ns (LMS), E-
	Number of Teachers on Roll	Number of teachers using ICT (LMS, e- Resources)	res	ools and ources ailable	Number c enable Classroo	ed	Numberof sma classrooms		-resources and echniques used

64	64		3	3			3	3	
				Tools an					
	<u>View Fil</u>								
2.3.2 – Students mento									
Yes. At the time of a each student. The F courses offered, eligi GB, fee structure as commencement of related to students. scholarships like so Sanskrit Sansthan, a students. Students a	Prospectus conta ibility criteria, de well as the colleg classes, detailed The college offe cholarships for S and private scho	ains the lo tailed des ge rules a d academ ers free st C/ST/OB larships l	ocation and scription of and regula lic schedul tudentship BC, Merit c ike Sitarar	d a brief his f the Facult tions for stu le, list of ho to needy si um means, n Jindal Fo teachers w	tory of t y and sta idents. <i>i</i> lidays a tudents Minority undatior	he college aff of the Academic nd other r apart fron /, Kanyas n. Each de	e, its air college calend niscella n the va hree Pr epartme	ms and objectives, , composition of the lar offers the date of aneous information arious Government rakalpa, Rashtriya ent mentors its own	
Number of students of institutio		Num	nber of fulltime teachers Mentor : Mentee Ratio					Mentee Ratio	
133	7		:	15				1:89	
.4 – Teacher Profile	and Quality								
2.4.1 – Number of full t	time teachers ap	pointed o	during the	year					
No. of sanctioned positions	No. of filled po	sitions	Vacant p	oositions		ns filled de current ye	- 1	No. of faculty with Ph.D	
16	15			1		6		7	
Aternational level from Year of Award	Name of receivi state lev		teachers Is from nal level,		ar ) signation	n	fellow	lame of the award, wship, received from ernment or recognized bodies	
2020		NIL			Nill			NIL	
		N	No file	uploaded	ι.				
.5 – Evaluation Proc	cess and Refor	ms							
2.5.1 – Number of days ne year	s from the date o	of semest	ter-end/ ye	ear- end exa	minatio	n till the d	eclarat	ion of results during	
Programme Name	Programme (	Code	Semest	er/ year	semes	ate of the ter-end/ y examinati	ear-	Date of declaration of results of semester- end/ year- end examination	
BA	HONOURS 6)	(sem	2019	0/2020	07	7/10/20	20	29/10/2021	
BA	GENERAL 6)	(SEM	2019	0/2020	13	3/10/20	20	29/10/2020	
BA	HONOUN		2019	0/2020	01	L/10/20	20	09/10/2020	
BA	GENERAL 3)	(PART	2019	0/2020	01	L/10/20	20	15/10/2020	
MA	MA IN BEI	IGALI	2019	/2020	05	5/10/20	20	21/10/2020	
			View	<u>/ File</u>					

2.5.2 - Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

In this newly implemented system continuous internal evaluation (CIE) once weak and slow learners are identified on the basis of classroom teaching and continuous internal tests, special classes, both theoretical and practical, are arranged for bridging the knowledge gap. Counseling is done by the faculty members during the choice of subjects for the CBCS system. In this newly implemented system continuous internal evaluation (CIE) gets prior importance and hence each paper (except SEC DSE) of the curriculum, internal assessment has been made mandatory. Evaluations are done on the basis of students' activity and performances on written exams, assignments, student seminar, practical experiments etc. throughout their courses. Different versions of text and reference books are recommended for such students. Special oral and written tests are arranged for them. Parent-Teachers meetings are organized on a regular basis to intimate the parents regarding the academic progress of their wards and suggestions are given on the individual strengths and weaknesses and the scope for probable improvement.

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

The Academic calendar is prepared and printed before the beginning of the session and each student is provided with a copy of the Prospectus and Academic calendar at the time of admission. All departments follow the scheduled dates for student seminars, internal exams, Freshers' welcome, annual social, various other cultural programmes and academic activities. The dates of commencement of classes and the detailed academic schedule and list of holidays are mentioned in the calendar. The Convenor of the Academic Sub Committee is entrusted with the task of preparing the Academic calendar after consulting the calendar of the current year and the list of holidays. The dates for internal exams and class tests are clearly mentioned. The dates for practical exams are decided by the respective departments according the instructions of the University

#### 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://kandrarkkmahavidyalaya.org/content-gen.php?page\_id=105

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
3rd yr Honours	BA	3rd yr Honours	168	160	95.23
		View	<u>/ File</u>		

#### 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.kandrarkkmahavidyalaya.org/content-gen.php?page\_id=109

# **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	l	Name of th age	-		otal grant		Amount received during the year
Total	0		N	IIL		0		0
			No file	uploaded	•			
	ystem							
3.2.1 – Workshops/Sen practices during the yea		ed on In	tellectual Pr	operty Righ	its (IPR)	and Industr	y-Acad	demia Innovative
Title of workshop	/seminar		Name of t	the Dept.			Da	ate
NIL			NI	Ľ		(1)	81/07	/2020
3.2.2 – Awards for Inno	vation won by I	nstitutio	n/Teachers/	Research s	cholars	/Students du	iring th	ne year
Title of the innovation	Name of Awa	ardee	Awarding	Agency	Dat	e of award		Category
NIL	NIL		N	IIL	31	/07/2020		NIL
			No file	uploaded	•			
3.2.3 – No. of Incubatio	n centre create	d, start-	ups incubat	ed on camp	us durir	ng the year		
Incubation Center	Name	Spon	sered By	Name of Start-u		Nature of S up	Start-	Date of Commencemen
NIL	NIL		NIL	NI	L	NIL		31/07/202
			No file	uploaded	•			
.3 – Research Public	ations and A	wards						
3.3.1 – Incentive to the	teachers who re	eceive r	ecognition/a	awards				
State			Natio	onal			Interna	ational
NIL			NI	Ľ			N	[L
3.3.2 – Ph. Ds awarded	during the yea	r (applic	able for PG	i College, R	esearch	Center)		
Name	of the Departme	ent			Num	ber of PhD's	s Awar	ded
	NIL					Nil	L	
3.3.3 – Research Public	cations in the Jo	ournals	notified on l	JGC website	e during			
3.3.3 – Research Public Type		ournals epartm		JGC websit		the year	verage	e Impact Factor (i any)
	D		ent			the year	verage	• •
Туре		epartm	ent		of Publi	the year	verage	• •
Type National		epartm GEOGR <i>I</i>	ent APHY RIT		of Publi 1	the year	verage	any) 0
Type National Internationa		epartm GEOGR <i>I</i> SANSK	ent APHY RIT ALI		of Publi 1 4	the year	verage	any) 0 0
Type National Internationa Internationa 3.3.4 - Books and Chap	L1 C	Departm GEOGR <i>I</i> SANSK BENGI /olumes	ent APHY RIT ALI <u>View</u>	Number	of Publi 1 4 7	the year cation A		any) 0 0 0
Type National Internationa Internationa 3.3.4 – Books and Chap Proceedings per Teache	L1 C	Departm GEOGR <i>I</i> SANSK BENGI /olumes	ent APHY RIT ALI <u>View</u>	Number	of Publi 1 4 7 d papers	the year cation A	/Intern	any) 0 0 0 ational Conference
Type National Internationa 3.3.4 – Books and Chap Proceedings per Teache	Der during the ye	Departm GEOGR <i>I</i> SANSK BENGI /olumes	ent APHY RIT ALI <u>View</u>	Number	of Publi 1 4 7 d papers	the year cation A b b s in National/	/Intern	any) 0 0 0 ational Conference
Type National Internationa 3.3.4 – Books and Chap Proceedings per Teache	Department	Departm GEOGR <i>I</i> SANSK BENGI /olumes	ent APHY RIT ALI <u>View</u>	Number	of Publi 1 4 7 d papers	the year cation A s in National/ umber of Put	/Intern	any) 0 0 0 ational Conference
National Internationa Internationa 3.3.4 – Books and Chap Proceedings per Teache	Department BENGALI	Departm GEOGR <i>I</i> SANSK BENGI /olumes	ent APHY RIT ALI View S / Books pu	Number	of Publi 1 4 7 d papers	the year cation A s in National/ umber of Put	/Intern	any) 0 0 0 ational Conference

	Name o Author		Title of journal	Yea public	-	Citation Index	Institutic affiliatior mentione the public	n as ed in	Number of citations excluding self citation
NIL NIL			NIL		019	0	NI	L	Nill
			N	o file	uploade	ed.			
3.3.6 – h-Index of	the Institu	tional	Publications de	uring the y	year. (bas	ed on Scopus/	Web of sc	cience)	)
Title of the Name of Paper Author			Title of journal	Yea public		h-index	Number citatior excluding citatio	ns g self	Institutional affiliation as mentioned in the publication
NIL	NIL	-	NIL	20	020	Nill	Nil	11	NIL
			N	o file	uploade	ed.			
3.3.7 – Faculty par	rticipation	in Se	minars/Confere	ences and	Symposi	a during the ye	ar:		
Number of Facu	ulty	Inter	national	Natio	onal	State	e		Local
Presente papers	đ		9	N	i11	Ni	11		Nill
				View	<u>File</u>				
B.4 – Extension A	Activities								
3.4.1 – Number of Non- Government ( Title of the ac	Organisat	ions t							
	avities		rganising unit/a collaborating ag		partic	per of teachers per of teachers period in such activities		articipa	of students ated in such tivities
One day S on AIDS, Tha and Hygienic	eminar lasemia	Ne We		jency dents'	partic			articipa	
on AIDS, Tha	eminar lasemia Habits Cycle	N We	ISS and Stud	dents' dents' dents'	partic	ipated in such activities		articipa	ated in such tivities
on AIDS, Tha and Hygienic Fit India	eminar lasemia Habits Cycle ramme Srestha		SS and Stud	dents' ittee dents' ittee dents'	partic	ipated in such activities 25		articipa	ated in such tivities 150
on AIDS, Tha and Hygienic Fit India Rally Prog Ek Bharat	eminar lasemia Habits Cycle ramme Srestha gramme ion of ity Day		Collaborating ag ISS and Stud ISS and Stud ISS and Stud ISS and Stud	dents' ittee dents' ittee dents' ittee dents'	partic	25 25		articipa	ated in such tivities 150 150
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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		
NIL	NIL				NIL		Nill	
				uploaded	l <b>.</b>			
3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Drganisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year								
Name of the scheme	•	nising unit/Agen collaborating agency	Name of the	ne activity	Number of teach participated in s activites		Number of students participated in such activites	
Celebration of Swachhta Pakhwada		NSS and ent Welfare sociation	Celeb of Swa Pakh		5		150	
One day seminar on AIDS, Thalasemia Hygienic Habits		NSS and ent Welfare sociation	One day seminar on AIDS, Thalasemia Hygienic Habits		5		150	
Tree Plantation Programme		NSS and ent Welfare sociation	T: Planta Progr		5		150	
Internal Yoga Day Celebration		NSS and ent Welfare sociation	Internal Yoga Day Celebration		5		150	
			View	<u>r File</u>				
<b>3.5 – Collaborations</b> 3.5.1 – Number of Colla	borati	ve activities for re	esearch, fac	culty exchar	nge, student exch	ange	during the year	
Nature of activity		Participa	ant	Source of f	inancial support		Duration	
One day Semin on AIDS, Thalase and Hygienic Hab	mia	NSS and Students' Welfare Committee		Col	lege Fund		2	
Fit India Cyc Rally Programm		NSS and Students' Welfare Committee		College Fund			2	
Ek Bharat Sres Bharat Programm		NSS and Students' Welfare Committee		College Fund		2		
	Celebration of NSS and S National Unity Day Welfare Co				lege Fund		2	
Celebration of Swachhta Pakhwa			NSS and Students' Welfare Committee		College Fund		2	
Celebration of Swachhta Pakhwa	-	NSS and St Welfare Com				2		
Tree Plantati Programme	on	NSS and St Welfare Com		Col	lege Fund		2	
Blood Donatic Camp and Thalase Awareness Program	mia	NSS and St Welfare Com		Col	lege Fund		2	
			View	<u>r File</u>				

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 Name of the **Duration From** Duration To Participant linkage partnering institution/ industry /research lab with contact details 01/06/2019 NIL NIL NIL 31/07/2020 0 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 31/07/2020 Nill NIL NIL 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 2725000 2725000 4.1.2 - Details of augmentation in infrastructure facilities during the year Existing or Newly Added Facilities Classrooms with Wi-Fi OR LAN Existing Classrooms with LCD facilities Existing Seminar Halls Existing Laboratories Newly Added Class rooms Newly Added Campus Area Existing View File 4.2 – Library as a Learning Resource 4.2.1 – Library is automated {Integrated Library Management System (ILMS)} Name of the ILMS Nature of automation (fully Version Year of automation software or patially) NIL Fully NIL 2020 4.2.2 - Library Services Newly Added Total Library Existing Service Type Text 8500 2125000 377 175000 8877 2300000 Books 885000 4100 820000 65000 142 4242

Journa	ls	7	6000	N	i11	Nill	7	,	6000
Others		52	5200		2	200	5	4	5400
pecity)				Viev	v File				
aduate) S	NAYAM oth		platform N			CEC (under er Governm			•
Name of	the Teach	er N	ame of the	Module	Platform on which module is developed			Date of launching e- content	
NIL		N	IL		NIL		3:	1/07/2020	)
		· · · · · ·		No file	uploade	d	· · · · · · · · · · · · · · · · · · ·		
3 – IT Infra	astructure	)							
.3.1 – Tech	inology Upg	gradation (c	overall)						
Туре	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwidt h (MBPS/ GBPS)	Others
Existin g	41	8	41	0	0	6	0	0	0
Added	0	0	0	0	0	0	0	0	0
Total	41	8	41	0	0	6	0	0	0
.3.2 – Band	dwidth avail	able of inte	rnet connec	tion in the l	nstitution (L	eased line)			
				14 MBB	PS/ GBPS				
.3.3 – Facil	ity for e-cor	ntent							
Nam	e of the e-c	content deve	elopment fa	cility	Provide	the link of th rea	ne videos ar cording facil		ntre and
		NIL					NIL		
.4 – Mainte	enance of	Campus lı	nfrastructu	ire					
.4.1 – Expe omponent, o			aintenance	of physical f	facilities and	d academic	support faci	ilities, exclue	ding salar
-	ed Budget o nic facilities		penditure ind ntenance of facilitie	academic	Assigned budget on physical facilities			Expenditure incurredon maintenance of physical facilites	
2	437000		24370	000		2725000		27250	00
	s complex,	computers,		-	• • •	, academic a ords) (inforn			•
college procure depart	e website latest l ments an	e. Labora lab based re utilis	atory: Th d equipme	ne Colleg ents. The ng practi	ge autho: E Labora ical cla:	ee and IQ rity has tory faci sses on a hen the p	been alw lities a daily b	vays stri vailable pasis and	ved to in the also

week except Sunday. It has a collection of more than 19000 books in various subjects. The library is enriched with sufficient number of text and reference

books. The library also subscribes to a few printed journals and magazines.Sports: The college has always maintained good performance in the field of sports. The college has, since long, been participating in various interuniversity and university level tournaments. The students are selected at University level and some of them are now playing for different clubs. Kandra Radha kanta Kundu Mahavidyalaya Computers: Computer and Internet access is made available to all departments so that faculty members can keep themselves updated in their respective subjects and use their time in the most fruitful way Departments often make use of projectors for making the classroom teaching interesting. Class rooms: On the ground floor of Chandidas Bhavana there are Guest Rooms, Separate Common Rooms for boys and girls. There are Smart class rooms and our college teachers are quite capable of using these ICT rooms which are equipped with Smart Board, Overhead Projector, Visualizer, Laptop, Internet Connection and Audio-visual aids for creating environment for ICT enabled teaching-learning process. All departments are very much used to the handling of multimedia teaching aids which they use on regular basis.aching aids which they use on regular basis. https://kandrarkkmahavidyalaya.org/content-

gen.php?page\_id108

https://kandrarkkmahavidyalaya.org/content-gen.php?page\_id=108

#### **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	The College redeemed 25 of students from paying fees belonging from economically poor sections of the society. Other than that the college plans to take actions for Half Free schemes in future.	75	7500
Financial Support from Other Sources			
a) National	SWAMI VIVEKANANDA MERIT CUM MEANS SCHOLARSHIP (DPI), KANYASHREE PRAKALPA, EIKYASHREE SCHOLARSHIP ( MINORITY), 3. POST MATRIC SCHOLARSHIP FOR SC/ST/OBC STUDENTS, 4. SITARAM JINDAL FOUNDATION SCHOLARSHIP	2078	12209720

b)International		NIL		Nill		0	
		View					
				ent schemes such a , Personal Counsel			
Name of the capability Date of the capability			f implemetation	Number of students enrolled		Agencies involved	
NIL		3	1/07/2020	Nill			0
			No file	uploaded.			
5.1.3 – Students be nstitution during the		guidance	e for competitive ex	aminations and car	eer couns	elling offe	ered by the
Year Name sche			Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Numb student have pa the comp	ts who Issedin	Number of studentsp placed
2020	N	IL	Nill	Nill	N	i11	Nill
	1			uploaded.			<u> </u>
5.1.4 – Institutional narassment and rag				edressal of student (	grievance	s, Preven	tion of sexual
Total grievar	nces receive	ed	Number of grieva	Avg. number of days for grievand redressal			
N	rill		Nill		Nill		
5.2 – Student Progression							
5.2 – Student Pro	gression						
5.2 – Student Pros 5.2.1 – Details of c	-	ement d	uring the year				
	-		uring the year		Off ca	mpus	
	ampus plac	npus er of nts	uring the year Number of stduents placed	Nameof organizations visited	Off ca Numb stude partici	er of ents	Number of stduents placed
5.2.1 – Details of ca Nameof organizations	ampus plac On can Numbe stude	npus er of nts bated	Number of	organizations	Numb stude partici	er of ents	
5.2.1 – Details of ca Nameof organizations visited	ampus plac On can Numbe stude particip	npus er of nts bated	Number of stduents placed	organizations visited	Numb stude partici	per of ents pated	stduents placed
5.2.1 – Details of ca Nameof organizations visited NIL	ampus plac On can Numbe stude particip Ni	npus er of nts ated 11	Number of stduents placed Nill No file	organizations visited NIL	Numb stude partici	per of ents pated	stduents placed
5.2.1 – Details of ca Nameof organizations visited NIL	ampus plac On can Numbe stude particip Ni	npus er of nts hated 11 higher e er of nts g into	Number of stduents placed Nill No file	organizations visited NIL uploaded.	Numb stude partici	er of ents pated ill e of	stduents placed
5.2.1 – Details of ca Nameof organizations visited NIL 5.2.2 – Student pro	ampus plac On can Numbe stude particip Ni ogression to Numbe stude enrolling higher edu	npus er of nts hated 11 higher e er of nts g into	Number of stduents placed Nill No file education in percen Programme	organizations visited NIL uploaded. tage during the yea Depratment	Numb stude particij N: r	er of ents pated ill e of n joined FAJI S OPEN	stduents placed Nill Name of programme
5.2.1 – Details of ca Nameof organizations visited NIL 5.2.2 – Student pro	ampus plac On can Numbe stude particip Ni ogression to Stude enrolling higher edu	npus er of nts hated 11 higher e er of nts g into ucation	Number of stduents placed Nill No file education in percen Programme graduated from	organizations visited NIL uploaded. tage during the yea Depratment graduated from MASS COMMU NICATION AND	Numb stude particij N: r r Nam institution NE: SUBHAS UNIVE	er of ents pated ill e of n joined FAJI COPEN RSITY ERSITY	stduents placed Nill Name of programme admitted to
5.2.1 – Details of ca Nameof organizations visited NIL 5.2.2 – Student pro Year 2020	ampus plac On can Numbe stude particip Ni ogression to Numbe stude enrolling higher edu	npus er of nts ated 11 higher e er of nts g into ucation	Number of stduents placed Nill No file education in percen Programme graduated from BA	organizations visited NIL uploaded. tage during the yea Depratment graduated from MASS COMMU NICATION AND JOURNALISM	Numb stude particij N: n r Nam institution SUBHAS UNIVE UNIVE	er of ents pated ill e of n joined TAJI COPEN RSITY ERSITY ERSITY	stduents placed Nill Name of programme admitted to B. LIS
5.2.1 – Details of ca Nameof organizations visited NIL 5.2.2 – Student pro Year 2020 2020	ampus plac On can Numbe stude particip Ni ogression to Numbe stude enrolling higher edu	npus er of nts ated 11 higher e er of nts g into ucation L	Number of stduents placed Nill No file education in percen graduated from BA BA	organizations visited NIL uploaded. tage during the yea Depratment graduated from MASS COMMU NICATION AND JOURNALISM BENGALI	Numb stude particij N: N: r Nam institution SUBHAS UNIVE UNIVE OF BUI OF BUI	er of ents pated ill e of n joined FAJI c OPEN RSITY ERSITY ERSITY RDWAN ERSITY RDWAN	stduents placed Nill Name of programme admitted to B. LIS MA

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) Number of students selected/ qualifying Items Any Other 5 NET 1 <u>View File</u> 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year Activity Level Number of Participants Institutional Annual sports 70 Institutional Independence and 50 Republic Day Navi Dibas Institutional 70 Rabindra and Najrul Institutional 60 Jayanti Institutional 70 Teachers Day Freshers Welcome and Institutional 100 Social Brikkharopon Institutional 50 View File 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) Т

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
2020	NIL	National	Nill	Nill	NIL	NIL
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 no elected or statutory student council in this college as per Government Order. However programmes like freshers welcome, college social, sports, Saraswati Puja are performed by nominated students under the supervision of teachers.

# 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

There are departmental as well as college Alumni meet from time to time. There is a face book page of Kandra Radha Kanta Kundu Mahavidyalaya Alumni and exstudents also keep in touch with the teachers of the respective departments through various social media. They often meet the teachers for academic help or advice regarding the academic choices they will make. There is a very cordial relation between the teachers and students in our college.

5.4.2 – No. of enrolled Alumni:

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

800

5.4.4 - Meetings/activities organized by Alumni Association :

Two meetings were organised by the Alumni Association which were held on 16.11.2019 and 14.03.2020. In these two meetings, students were asked about their results and progress in career respectively. Students who enrolled themselves as Alumni had contributed the decided amount in the meeting.

## **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)

1. There are separate academic and administrative subcommittees for each aspect of the college administration. e.g., there is the finance sub-committee, academic sub-committee, seminar sub- committee, examination sub-committee, building sub-committee purchase sub-committee, anti ragging sub-committee, NSS advisory sub-committee, grievance redressal cell etc. All the sub- committees hold regular meetings in presence of the executive head of the college, the Principal. 2. All the departments have been given separate departmental rooms. At the beginning of the academic session, each department conducts a departmental meeting regarding the process and progress of the teaching throughout the semester. Each department divides the syllabus amongst its members and each one proceeds to responsibly complete their assignments. The teachers of the respective departments report to the concerned Head at regular intervals throughout the academic session. In the departmental meetings, the head takes stock of the individual assignments of the members and takes necessary steps in regard to the completion of the syllabus.

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
Admission of Students	The College was established in the year 2001 and since then, has been serving in the field of higher education in a commendable manner. As per the requirement of the local communities, the college ensures wide publicity in a planned and systematic manner. Admission Notification is published in College website, College Notice Board and various social media like College Facebook page. The notification contains detailed information regarding the number of seats and range of courses, eligibility, process of admission and academic as well as support facilities. Prospectus given to the prospective students contains all the academic,
	administrative and financial features

	related to admission process. The same information is also available on the college website. Merit list containing marks and names of all applicants is published in our college website. It is also displayed on the college Notice board. Students can get information by dialling two 24 x 7 helpline numbers. As per the order of Higher Education department of the Government of W.B., College has adopted and executed the online admission system since 2016-17. The college follows all the instructions related to admission process laid down by the affiliating University i.e. the University of Burdwan. A meeting of the Academic subcommittee is held before the publication of the Admission notification in order to frame the admission policy following the instructions of the university. Merit
	lists for students aspiring for the Honours Course in different subjects are prepared by the respective departments and displayed on the Notice board as well as in the college website. From 2016-17, all the work related to online admission procedure, is being done by a well reputed IT
	company situated in Kolkata. Thus, transparency is ensured from the stage of notification till the completion of admission process. Hence access, fairness and justice are ensured through transparency and adherence to rules. Reservation policy is strictly followed as per the Govt. rules, i.e
	General 55, SC -22, ST - 6, OBC A - 10, OBC B - 7 and 3 of the seats in all categories is reserved for physically challenged students
Industry Interaction / Collaboration	<pre>? Industry Interaction / Collaboration According to the curriculum and syllabus prescribed by the affiliating University, we do not have the opportunity to guide the students regarding interaction with beneficiaries such as industry, research bodies. Our teachers participate in various workshops, seminars and conferences at state, national and international levels organized by the institutes/ universities. Teachers always encourage the students to go for post graduation courses, to strive to get fellowships for research work and to set goals for</pre>

	career building. Some experienced faculty members of our institution serve as members in various bodies of the University, so they emphasize the importance of interaction with beneficiaries such as industry, research bodies by encouraging the other faculty members to guide the students for betterment of their future.
Curriculum Development	<pre>? Curriculum Development The curriculum integrates the planned interaction of students with instructional content, materials, resources and processes for evaluating the attainment of Educational objectives. Firstly the Under Graduate Council of Burdwan University(Board of Studies) frames the draft syllabus. The University of Burdwan develops the curriculum through a special workshop inviting the Head of various departments, subject experts from different Universities and under Graduate Council. Suggestions recommended by different Workshops (subject wise) are accepted by the U.G Council and finally incorporated in the curriculum by the affiliating University as per the Local, national and global requirements. Once the curriculum is formed, it is forwarded to the college. The college then deploys action plans for effective implementation of the curriculum. The curriculum content is circulated among students, teachers and the staff. Students are made aware of it through the prospectus provided at the time of admission. Syllabus wise texts, references, and extra-curricular activities, extensive lectures, excursions, departmental seminars etc are included in the curriculum of the various departments in the college.</pre>
Teaching and Learning	? Teaching and Learning As soon as the syllabus is framed by the university, it is published in the University website and communicated to the College, showing the division of marks allotted to each chapter of a particular subject. Each Department has been provided with a separate room for the teachers to engage peacefully in the activities of the respective departments. Each department also has separate classrooms. Each Department

	has been provided with desk top,
	laptop, LCD projectors and printers etc. for the purpose of teaching.
	Effective steps like forming the Academic sub-committee, IQAC and
	Research board for preparing research
	proposals have been taken to motivate
	teachers to take up minor and major
	projects funded by UGC and other bodies and to present research papers at
	state, national and international
	levels. Teachers attend Orientation and
	Refresher courses from time to time in
	order to equip themselves with modern
	teaching methods and to adapt themselves to the curricular aspects.
	For proper execution of the curriculum,
	the college attempts to provide the
	required infrastructural facilities
	like extra classrooms and halls, separate departmental rooms, computers,
	laptops, printers, projectors and
	screens for departmental use. Library
	is constantly updated with suggestions
	from the respective departments. For this purpose the college utilizes
	grants from the UGC and DPI and
	sometimes spends from its own
	Development fund. Financial aid for
	improving infrastructural facility is
	provided by UGC and Govt, of West
	provided by UGC and Govt. of West Bengal funds are also obtained from MLA
Examination and Evaluation	Bengal funds are also obtained from MLA and MP LAD. ? Examination and Evaluation
Examination and Evaluation	Bengal funds are also obtained from MLA and MP LAD. ? Examination and Evaluation Examination Sub-Committee prepares the
Examination and Evaluation	Bengal funds are also obtained from MLA and MP LAD. ? Examination and Evaluation
Examination and Evaluation	Bengal funds are also obtained from MLA and MP LAD. ? Examination and Evaluation Examination Sub-Committee prepares the time frame for conducting the internal examinations (exam schedule, evaluation format, marks sheet submission
Examination and Evaluation	Bengal funds are also obtained from MLA and MP LAD. ? Examination and Evaluation Examination Sub-Committee prepares the time frame for conducting the internal examinations (exam schedule, evaluation format, marks sheet submission schedule, result announcement schedule
Examination and Evaluation	Bengal funds are also obtained from MLA and MP LAD. ? Examination and Evaluation Examination Sub-Committee prepares the time frame for conducting the internal examinations (exam schedule, evaluation format, marks sheet submission
Examination and Evaluation	Bengal funds are also obtained from MLA and MP LAD. ? Examination and Evaluation Examination Sub-Committee prepares the time frame for conducting the internal examinations (exam schedule, evaluation format, marks sheet submission schedule, result announcement schedule etc.). This helps the examiners to know
Examination and Evaluation	Bengal funds are also obtained from MLA and MP LAD. ? Examination and Evaluation Examination Sub-Committee prepares the time frame for conducting the internal examinations (exam schedule, evaluation format, marks sheet submission schedule, result announcement schedule etc.). This helps the examiners to know the time for completion of the prescribed syllabus, time frame for preparing and submission of question
Examination and Evaluation	Bengal funds are also obtained from MLA and MP LAD. ? Examination and Evaluation Examination Sub-Committee prepares the time frame for conducting the internal examinations (exam schedule, evaluation format, marks sheet submission schedule, result announcement schedule etc.). This helps the examiners to know the time for completion of the prescribed syllabus, time frame for preparing and submission of question papers and the examinees of the process
Examination and Evaluation	Bengal funds are also obtained from MLA and MP LAD. ? Examination and Evaluation Examination Sub-Committee prepares the time frame for conducting the internal examinations (exam schedule, evaluation format, marks sheet submission schedule, result announcement schedule etc.). This helps the examiners to know the time for completion of the prescribed syllabus, time frame for preparing and submission of question
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Examination and Evaluation	Bengal funds are also obtained from MLA and MP LAD. ? Examination and Evaluation Examination Sub-Committee prepares the time frame for conducting the internal examinations (exam schedule, evaluation format, marks sheet submission schedule, result announcement schedule etc.). This helps the examiners to know the time for completion of the prescribed syllabus, time frame for preparing and submission of question papers and the examinees of the process of evaluation and expected time of declaration of the results. Regular notification regarding examination as a part of the teaching-learning and
Examination and Evaluation	Bengal funds are also obtained from MLA and MP LAD. ? Examination and Evaluation Examination Sub-Committee prepares the time frame for conducting the internal examinations (exam schedule, evaluation format, marks sheet submission schedule, result announcement schedule etc.). This helps the examiners to know the time for completion of the prescribed syllabus, time frame for preparing and submission of question papers and the examinees of the process of evaluation and expected time of declaration of the results. Regular notification regarding examination as a
Examination and Evaluation	Bengal funds are also obtained from MLA and MP LAD. ? Examination and Evaluation Examination Sub-Committee prepares the time frame for conducting the internal examinations (exam schedule, evaluation format, marks sheet submission schedule, result announcement schedule etc.). This helps the examiners to know the time for completion of the prescribed syllabus, time frame for preparing and submission of question papers and the examinees of the process of evaluation and expected time of declaration of the results. Regular notification regarding examination as a part of the teaching-learning and evaluation process is practised by the
Examination and Evaluation	Bengal funds are also obtained from MLA and MP LAD. ? Examination and Evaluation Examination Sub-Committee prepares the time frame for conducting the internal examinations (exam schedule, evaluation format, marks sheet submission schedule, result announcement schedule etc.). This helps the examiners to know the time for completion of the prescribed syllabus, time frame for preparing and submission of question papers and the examinees of the process of evaluation and expected time of declaration of the results. Regular notification regarding examination as a part of the teaching-learning and evaluation process is practised by the institution. The University plays a pivotal role in the academic matters for its affiliated colleges. The Final
Examination and Evaluation	Bengal funds are also obtained from MLA and MP LAD. ? Examination and Evaluation Examination Sub-Committee prepares the time frame for conducting the internal examinations (exam schedule, evaluation format, marks sheet submission schedule, result announcement schedule etc.). This helps the examiners to know the time for completion of the prescribed syllabus, time frame for preparing and submission of question papers and the examinees of the process of evaluation and expected time of declaration of the results. Regular notification regarding examination as a part of the teaching-learning and evaluation process is practised by the institution. The University plays a pivotal role in the academic matters for its affiliated colleges. The Final Examination system is managed and
Examination and Evaluation	Bengal funds are also obtained from MLA and MP LAD. ? Examination and Evaluation Examination Sub-Committee prepares the time frame for conducting the internal examinations (exam schedule, evaluation format, marks sheet submission schedule, result announcement schedule etc.). This helps the examiners to know the time for completion of the prescribed syllabus, time frame for preparing and submission of question papers and the examinees of the process of evaluation and expected time of declaration of the results. Regular notification regarding examination as a part of the teaching-learning and evaluation process is practised by the institution. The University plays a pivotal role in the academic matters for its affiliated colleges. The Final
Examination and Evaluation	Bengal funds are also obtained from MLA and MP LAD. ? Examination and Evaluation Examination Sub-Committee prepares the time frame for conducting the internal examinations (exam schedule, evaluation format, marks sheet submission schedule, result announcement schedule etc.). This helps the examiners to know the time for completion of the prescribed syllabus, time frame for preparing and submission of question papers and the examinees of the process of evaluation and expected time of declaration of the results. Regular notification regarding examination as a part of the teaching-learning and evaluation process is practised by the institution. The University plays a pivotal role in the academic matters for its affiliated colleges. The Final Examination system is managed and conducted by the office of the Controller of Examinations, Burdwan University. Schedule of the College and
Examination and Evaluation	Bengal funds are also obtained from MLA and MP LAD. ? Examination and Evaluation Examination Sub-Committee prepares the time frame for conducting the internal examinations (exam schedule, evaluation format, marks sheet submission schedule, result announcement schedule etc.). This helps the examiners to know the time for completion of the prescribed syllabus, time frame for preparing and submission of question papers and the examinees of the process of evaluation and expected time of declaration of the results. Regular notification regarding examination as a part of the teaching-learning and evaluation process is practised by the institution. The University plays a pivotal role in the academic matters for its affiliated colleges. The Final Examination system is managed and conducted by the office of the Controller of Examinations, Burdwan

	as per the directives of the affiliating University. Sometimes, the teachers provide the students with Model questions and answers. Class tests and tutorial classes are taken regularly by the departments in order to prepare the students for the University exams. The evaluation of the answer scripts of the students is done according to the university rules in all exams including the annual Test Examination. The exam results are published on the college notice board and score cards are issued by the affiliating university for the final exams.
Research and Development	? Research and Development The institution has a research committee which assists and monitors research activities of the College. The committee is made up of full time teaches. The committee holds meetings in order to discuss various plans to promote research and encourage the faculty to engage in research activities. Teachers are also informed about various fellowships and provided guidance to apply for the same
Library, ICT and Physical Infrastructure / Instrumentation	<pre>? Library, ICT and Physical Infrastructure / Instrumentation Library The college has a Central Library (Rammohan Library) consisting of about 18000 books and journals. Library card is issued to each and every student for the use of all library resources in a smooth and systematic manner. Students are encouraged to go to the library reading room on a daily basis during their off- periods. Library resources are gradually increased for keeping it updated. Teachers give little assignments to the students compelling them to go to the library for reference work. Physical Infrastructure Class Rooms The College has well-furnished class rooms, with adequate ventilation system. Tube lights, CFL Lights and fans have been installed in each room of the college as required. CFL Lights have been recently fitted to save electricity and to minimize the energy crisis. The College has more than 40 spacious class rooms with proper light arrangement and ventilation, dais and podium. Most of the large classrooms are named after famous personalities.</pre>

Almost every department has its own classrooms and there are also some common classrooms. Some departments like Geography and Physical education have arranged their own practical set up and ultra modern equipments are available there. Laboratory The College authority has always strived to procure latest lab based equipments. The Laboratory facilities available in the departments are utilized during practical classes on a daily basis and also offered to the students of other departments when the practical subject is of inter-disciplinary nature. There are Laboratories in Departments of Mathematics, physics, Chemistry, Botany, Zoology, Physical Education, Geography and Mass Communication which are used by the UG students during regular practical classes. Technology Enabled Learning Spaces Our College teachers are quite capable of using Smart Class Rooms which are equipped with Smart Board, Overhead Projector, Visualizer, Laptop, Internet Connection and Audio-visual aids for creating environment for ICT enabled teaching learning process. All departments are very much used to the handling of multimedia teaching aids which they use on regular basis. There is also a language lab. Seminar Halls The College has one Seminar Hall (Rabindra Nath Tagore Seminar Hall) with a capacity of more than 200. It is regularly used for conducting seminars. Water Facility College has bored 5 submersible pumps for providing adequate and proper drinking water. Specialized Facilities and Equipment for Teaching, Learning and Research: Specialized Facilities and equipments are made available for teaching, learning and research. In the Department of Geography, a separate enclosure has been created for carrying out research. The college has opened a computer lab with more than 10 computers. The staff can take the opportunity of accessing the internet for free within the campus. Each department has been provided with laptop and projector for taking classes with the help of Power- Point Presentations. Toilet facilities are available separately for girls, boys and Staff. Gym with Modern Equipments The college has a well equipped Gym in

	Physical Education Department.
Human Resource Management	<pre>? Human Resource Management • Evaluating performance of the teaching and non-teaching staff members. • Providing infrastructural facility to teachers, office staff and the students. • Enabling the staff to develop computer and software operational skill. • Encouragement to the faculties to pursue academic courses. • Employing part-time/ad-hoc faculty according to the need of the various departments</pre>

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

E-governace area	Details
Planning and Development	All important notices are uploaded or the college portal. All important information about the college is also uploaded on the college website.
Administration	As far as possible administrative works, starting form management to academic activities, were performed using electronic mode.
Finance and Accounts	The installation of Tally accounting software, the online system of payment of fees, the online system of payment of salaries under PFMS, and the use of online system of other financial transactions
Student Admission and Support	Students' admission and supports (e.g., scholarships and financial assistance from govt) were performed by the College through e-governance to a great extent.
Examination	Use of e-governance is limited in examination. However, all information regarding examinations and results of the students are displayed in the website of the college.

# 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 o	of Teacher Name of conference/ Name of the workshop attended for which financial support provided fee is provided		body for bership	Amo	unt of support				
2020		NIL	NIL	NI	L	Nill				
		N	o file uploaded	d.						
6.3.2 – Number of professional development / administrative training programmes organized by the College for eaching and non teaching staff during the year										
Year Tit	tle of the	Title of the	From date	To Date	Number	of	Number of			

	professio developm programm organised teaching s	ent ti me pro for orga	inistrative raining gramme anised for -teaching staff					articipants Feaching staff)	participants (non-teaching staff)	
2020	NII	1	NIL	01/06	/2019	31/07/2	020	Nill	Nill	
			N	o file			020			
6.3.3 – No. of tea Course, Short Ter		• •		•				ion Prograr	nme, Refresher	
professiona developmer	Title of the professional development programme			From	om Date T		To date		Duration	
Orientat: Programme		1		17/0	1/2020	00	5/02/202	20	21	
Orientat: Programme		1		15/1	1/2019	12	2/12/203	19	28	
				View	<u>File</u>					
6.3.4 – Faculty ar	nd Staff rec	ruitment (r	no. for per	manent re	ecruitmen	t):				
	Теа	ching					Non-tea	aching		
Perman	ent		Full Time	Full Time P		Permanen	t	Full Time		
15			12			11			2	
6.3.5 – Welfare s	chemes for									
Те	aching			Non-tea	aching		Students			
packet, sanct contingen	Provisions for Pay packet, GPF, loans sanctioned in contingency, Interest free festival Advance			Provisions for Pay packet, GPF, loans sanctioned in contingency, Interest free loan and nonrefundable puja allowance for temporary staffs				The college fac the process of ob scholarships su Kanyashree, Vivek Scholarship, etc and half free stud for meritorious st various govt. unde		
6.4 – Financial M	lanageme	ent and Re	esource I	Nobilizat	ion					
6.4.1 – Institution	conducts i	nternal and	d external	financial	audits reg	gularly (wit	th in 100 v	vords each)		
external auditors are The yearly a	audit : e appoin audit re the reg account	is condu- ted by ports a rular ma ts of th ved from n	icted by the DPI re subm intenan ne colle	y statu , Educa itted t ce and ege upto	tory au tion D to the i updati: o 2018-	nditor e irector DPI, Go ng of t -19 has	every to ate, Go vt. of he book been au	wo years ovt. of W West Ben s of acc udited.	ounts. The and the Mest Bengal. Igal The DDO counts. The	
Name of the funding ager	non gover	nment	Funds	s/ Grnats I	received i	in Rs.		Purpo	se	
		0				NIL				

		No file	uploaded				
6.4.3 – Total corpus	s fund generated						
		(	)				
6.5 – Internal Qual	lity Assurance Sy	vstem					
6.5.1 – Whether Ac	ademic and Admini	strative Audit (AAA	) has been o	done?			
Audit Type		External			Inter	nal	
	Yes/No	Age	ency	Yes/No			Authority
Academic	Yes		OPI		Yes		PRINCIPAL
Administrativ		_	DPI		Yes		PRINCIPAL
6.5.2 – Activities an							
Initiati	ve for improvo Discussio	ement of class on on norms of				re	sult c)
6.5.3 – Developmer	nt programmes for s	support staff (at lea	st three)				
universit: reputed jour	aged to join s ies. 2. Encour rnals and edit resent papers :	aged to publi ed books resp	sh reseau ectively	rch ar . 3. E	ticles and ncouraged t	cha o p	apters in participate
6.5.4 – Post Accred	litation initiative(s) (	mention at least the	ree)				
	al for starting ors in Economic						
6.5.5 – Internal Qua	ality Assurance Sys	tem Details					
a) Submis	sion of Data for AIS	SHE portal			Yes		
b)	Participation in NIR	F			No		
	c)ISO certification				No		
,	or any other quality				No		
6.5.6 – Number of (	Quality Initiatives ur	-	e year				
Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration I	From	Duration To		Number of participants
2019	1.Meetings held by IQAC	15/11/2019	15/11/	2019	15/11/201	.9	23
2020	2.Meetings held by IQAC	03/01/2020	03/01/	2020	03/01/202	20	17
2020	3.Meetings held by IQAC	05/02/2020	05/02/	2020	05/02/202	20	10
2019	4.Dept. wise seminars (Dept. Of Bengali)	28/11/2019	28/11/	2019	29/11/201	.9	150
2020	5 Dept. wise seminars (Dept. Of History)	26/01/2020	26/01/	2020	27/09/202	21	130

					i					
2019	6.Progra held in aborat with NS Blood Donati Camp a Thalase Awaren Program	coll sion s 1. od ion and emia ness	13/	07/2019	13/07/	/2019	13/07/201	19	25	
2019			07/08/2019 07/08/2019		07/08/2019		25			
2019			08/	08/2019	08/08/	/2019	08/08/2019		25	
2019			26/	09/2019	26/09/2019		26/09/2019		50	
	and									
	and			View	<u>/ File</u>					
	and Journal	lism					:FS			
CRITERION V	and Journal	lism TIONA		UES AND	BEST PR	RACTIC	ES			
CRITERION V 7.1 – Institution 7.1.1 – Gender E year)	and Journal	lism TIONAI d Socia	l Respo	UES AND	BEST PR			stituti	ion during the	
7.1 – Institution 7.1.1 – Gender E	and Journal	lism TIONAI d Socia	l Respo	UES AND	BEST PF					
7.1 – Institution 7.1.1 – Gender E year) Title of the	and Journal	TIONAI d Social r of genc	l Respo	UES AND	BEST PF	nes orga	nized by the ins			
7.1 – Institution 7.1.1 – Gender E year) Title of the	and Journal	TIONAI d Social r of genc	l Respo der equit	UES AND onsibilities ty promotio Perio	BEST PF	nes orga	nized by the ins		cipants	
7.1 – Institution 7.1.1 – Gender E year) Title of the programm	and Journal	TIONAI d Social r of genc eriod fror 1/07/2	I Respo der equit m 019	UES AND onsibilities ty promotio Perio 30/0	BEST PF	nes orga	Number of F Female	Partic	cipants Male	
7.1 – Institution 7.1.1 – Gender E year) Title of the programm NIL 7.1.2 – Environm	and Journal	TIONAI d Social r of genc eriod fror 1/07/24	I Responder equitering the second sec	UES AND onsibilities ty promotio Perio 30 / 0 itainability//	BEST PF	nes orga F ergy init	Number of F Female	Partic	bipants Male Nill	
7.1 – Institution 7.1.1 – Gender E year) Title of the programm NIL 7.1.2 – Environm Environme such as: Pr	and Journal	TIONAI d Social r of gence eriod from 1/07/2 usness a wer requ	I Responder equited of the second sec	UES AND Donsibilities ty promotio Perio 30/0 tainability// of the Univ d Sustai nel has	BEST PF B n programm d To 6/2020 Alternate En versity met to nability already	r/Alter	Number of F Female Nill iatives such as newable energy rnate Energy done. At th	Partic : y sou y sou	Dipants Male Nill	
7.1 – Institution 7.1.1 – Gender E year) Title of the programm NIL 7.1.2 – Environm Environme such as: Pr	and Journal	TIONAI d Social r of geno eriod fror 1/07/2 usness a wer requ tiousnes a sol are pla	I Responder equited of the second sec	UES AND Donsibilities ty promotio Perio 30/0 tainability// of the Univ d Sustai nel has g to take	BEST PF B n programm d To 6/2020 Alternate En versity met to nability already	r/Alter	Number of F Female Nill iatives such as newable energy rnate Energy done. At th	Partic : y sou y sou	Dipants Male Nill Urces nitiatives ame time the	
7.1 – Institution 7.1.1 – Gender E year) Title of the programm NIL 7.1.2 – Environm Environme such as: Pr college au	and Journal	TIONAI d Social r of geno eriod fror 1/07/2 usness a wer requ tiousnes a sol are pla	I Responder equited of the second sec	UES AND Donsibilities ty promotio Perio 30/0 tainability// of the Univ d Sustai nel has g to take	BEST PF S n programm d To 6/2020 Alternate En versity met to nability already e initia	r/Alter	Number of F Female Nill iatives such as newable energy rnate Energy done. At the	Partic : y sou y sou ter	Dipants Male Nill Urces nitiatives ame time the	
7.1 – Institution 7.1.1 – Gender E year) Title of the programm NIL 7.1.2 – Environm Environme such as: Pr college au	and Journal	TIONAI d Social r of geno eriod fror 1/07/2 usness a wer requ tiousnes c a sol are pla	I Responder equited of the second sec	UES AND Donsibilities ty promotio Perio 30/0 tainability// of the Univ d Sustai nel has g to take ess Yes	BEST PF S n programm d To 6/2020 Alternate En versity met to nability already e initia	r/Alter	Number of F Female Nill iatives such as newable energy rnate Energy done. At the	Partic y sou y sou ter of be	Cipants Male Nill Urces nitiatives ame time the harvesting.	
7.1 – Institution 7.1.1 – Gender E year) Title of the programme NIL 7.1.2 – Environme Such as: Pr college au 7.1.3 – Differenti	and Journal	TIONAI d Social r of genc eriod fror 1/07/2 usness a wer requ :iousne c a sol are pl. ingjan) fr	I Responder equited of the second sec	UES AND Donsibilities ty promotio Perio 30/0 datainability// of the Univ d Sustai nel has g to take ess Yes	BEST PF an programm d To 6/2020 Alternate En versity met b .nability already e initia	r/Alter	Number of F Female Nill iatives such as newable energy rnate Energy done. At the	Partic y sou y sou ter of be	Cipants Male Nill Urces nitiatives ame time the harvesting.	
7.1.1 – Gender E year) Title of the programme NIL 7.1.2 – Environme such as: Pr college au 7.1.3 – Differenti Item Physica Provis	and Journal	TIONAI d Social r of genc eriod fror 1/07/2 usness a wer requ :iousne c a sol are pl. ingjan) fr	I Responder equited of the second sec	UES AND Donsibilities ty promotio Perio 30/0 tainability// of the Univ d Sustai nel has g to take ess Yes	BEST PF a n programm d To 6/2020 Alternate En versity met k .nability already e initia /No Zes	r/Alter	Number of F Female Nill iatives such as newable energy rnate Energy done. At the	Partic y sou y sou ter of be	cipants Male Nill Urces nitiatives ame time the harvesting. eneficiaries	
7.1.1 – Gender E year) Title of the programme NIL 7.1.2 – Environme such as: Pr college au 7.1.3 – Differenti Item Physica Provis Ra	and Journal	TIONAL d Social r of gence eriod from 1/07/2 usness a wer reque tousnes are pla are pla ingjan) fr	I Responder equited of the second sec	UES AND Donsibilities ty promotio Perio 30/0 d sustai nel has g to take ess Yes	BEST PF a n programm d To 6/2020 Alternate En versity met b nability already e initia /No Zes No	r/Alter	Number of F Female Nill iatives such as newable energy rnate Energy done. At the	Partic y sou y sou ter of be 15	Male Nill Urces nitiatives ame time the harvesting.	

			1							
Scribes	for examin	nation		Y	es			150		
deve diffe	ecial skill lopment for rently able students	r		Y	es.		150			
Any other similar facility				No			150			
7.1.4 – Inclusio	on and Situated	dness								
Year	Year Number of Number initiatives to initiativ address taken locational engage advantages and and disadva contribu ntages loca commu		ives n to e with d ute to al				ame of itiative	Issues addressed	Number of participating students and staff	
2019	Nill	1		08/08/2 019	02	ti Swa	elebra on of achhta chwada	Sanitary Condition s of the area .	50	
				<u>View</u>	<u>r File</u>					
7.1.5 – Human	Values and P	rofessiona	al Eth	ics Code of co	onduct (handbo	ooks)	for vario	us stakeholder	S	
	Title			Date of pu	ublication		Foll	ow up(max 10	0 words)	
	NIL			31/0	7/2020			NIL		
7.1.6 – Activitie	es conducted for	or promot	ion of	f universal Val	ues and Ethics	5				
Acti	ivity	Du	uration From Duration To			o Number of participa		participants		
	ation of Pakhwada	0	08/08/2019 08/08/			8/20	)19		50	
				No file	uploaded.					
7.1.7 – Initiativ	es taken by the	e institutio	on to r	make the camp	ous eco-friend	ly (at	least five	)		
as a pa build un declared Campus h	tion progra rt of "Vri o a plastic free by in as been de panel is al	ksharop free stallin clared	oan ( zone ng h a p:	Utsava" (a: throughou oardings a lastic free	forestatio at the camp and signboa e and No s Planning	n ce ous ards moki	eremony the tot with t .ng zon	). 2) In o al camps h he help of e, 3) Prop	rder to has been NSS. 3. osal for	
7.2 – Best Pra	ictices									
7.2.1 – Descrik	pe at least two	institution	al be	st practices						
Seminars considered the acade	Departmen s for promo d as one of mic excell immense ef	oting the E the bo ence of	he k est the	nowledge a institutio e college.	nd awarene mal practi 2. The Ma	ess Lces gazi	of the for it ne sub	students. has been -committee	This is enhancing has been	

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

https://www.kandrarkkmahavidyalaya.org/content-gen.php?page\_id=106

#### 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

Our College is located in a rural area and so our mission is to extend the opportunity of education to the economically weaker and deprived section of the area and to provide best possible infrastructure to socially and economically marginalized students including female students. Once weak and slow learners are identified on the basis of classroom teaching and continuous internal tests, special classes, both theoretical and practical, are arranged for bridging the knowledge gap. Counseling is done by the faculty members during the choice of subjects for the CBCS system. Different versions of text and reference books are recommended for such students. Special oral and written tests are arranged for them and Parent-Teachers meetings are organized on a regular basis to intimate the parents regarding the academic progress of their wards and suggestions are given on the individual strengths and weaknesses and the scope for probable improvement. Efforts are taken to extend financial assistance to the students of the weaker section of the society. While we make every effort to give students the highest kind of academic inputs, we also ensure the flowering of their cultural and intellectual development without which no all-round development is complete. Our programmes on 15th August, Netaji Jayanti, 26th January, Tagore's birth anniversary, the tree plantation programme -- to name a few-- draw a huge gathering of general audience inside The college premises. This apart, we observe special occasions and the birth anniversaries of eminent Indians and host lectures on them most distinctively, our college being located in the vicinity of Visva-Bharati, the unique university founded by Rabindranath Tagore, we are inspired by its cultural values Other than that the proposal of the introduction of the science stream has already been accepted and proposal for honours in newer subjects have been made. Science stream and PG course in Bengali are introduced for the dissemination of higher education in the region. Weblink: https://kandrarkkmahavidyalaya.org/content-gen.php?page\_id107

Provide the weblink of the institution

https://kandrarkkmahavidyalaya.org/

#### 8. Future Plans of Actions for Next Academic Year

1. Two different Hons. Courses (Economics Philosophy) and two different general courses (Botany Zoology) are likely to be introduced in the future. 2. Proposal of setting up of Netaji Open University Centre with a view to dissemination of higher education in the rural belt. 3. Proposal for construction of a Mini Indoor Stadium. 4. Proposal for installation of solar panel inside the campus. 5. Proposal for renovation of playground 6. Purchase of computers and accessories, Books, 7. .Expansion of use of ICT 8. Plan to fill up the vacant full time teaching posts