



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		<b>KABI SUKANTA MAHAVIDYALAYA</b>
Name of the head of the Institution		<b>Dr Md Salauddin Khan</b>
Designation		<b>Principal</b>
Does the Institution function from own campus		<b>Yes</b>
Phone no/Alternate Phone no.		<b>03326336184</b>
Mobile no.		<b>9474553046</b>
Registered Email		<b>sukantacollege@gmail.com</b>
Alternate Email		<b>ksmiqac@gmail.com</b>
Address		<b>P.O- Angus, Dist. - Hooghly</b>
City/Town		<b>Bhadreswar</b>
State/UT		<b>West Bengal</b>

Pincode	712221			
<b>2. Institutional Status</b>				
Affiliated / Constituent	Affiliated			
Type of Institution	Co-education			
Location	Semi-urban			
Financial Status	state			
Name of the IQAC co-ordinator/Director	Dr Indrajit Chattopadhyay			
Phone no/Alternate Phone no.	03326336184			
Mobile no.	9433423084			
Registered Email	sukantacollege@gmail.com			
Alternate Email	ksmiqac@gmail.com			
<b>3. Website Address</b>				
Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.ksmv.info/images/aqar-2017-2018.pdf">http://www.ksmv.info/images/aqar-2017-2018.pdf</a>			
<b>4. Whether Academic Calendar prepared during the year</b>	Yes			
if yes, whether it is uploaded in the institutional website: Weblink :	<a href="http://www.ksmv.info/images/ac-2018-19.pdf">http://www.ksmv.info/images/ac-2018-19.pdf</a>			
<b>5. Accrediation Details</b>				
Cycle	Grade	CGPA	Year of Accrediation	Validity

				<b>Period From</b>	<b>Period To</b>
2	B	2.01	2015	11-May-2015	10-May-2020

6. Date of Establishment of IQAC

05-Mar-2006

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
IQAC Meeting	11-Sep-2018 1	13
IQAC Meeting	09-Oct-2018 1	13
IQAC Meeting	16-Mar-2019 1	16
Gender Sensitization Programme	09-Oct-2018 1	16
College Level Seminar to Celebrate 150th Birth Anniversary of Mahatma Gandhi	15-Dec-2018 1	200

[View File](#)

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
Not Applicable	0	N/A	2019 0	0

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

No

Upload latest notification of formation of IQAC

No Files Uploaded !!!

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

[View File](#)

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)

1. Regular Meetings 2. Introduction of New Subjects Education (H) Mathematics (G) Journalism and Mass Comm.(G) 3. Guiding the Women's Cell to organize gender sensitization programme which took place on 09/10/2018 4. Advising and guiding the Department of History to organize Seminar to Celebrate 150th Birth Anniversary of Mahatma Gandhi (Seminar was held on 15/12/2018)

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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
Extension of infrastructural facilities to meet the growing need of students	With the financial aid of RUSA, the work of a new three storied building has started and the primary work of the ground floor is almost complete.

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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	27-Feb-2019
17. Does the Institution have Management Information System ?	No

## 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

The curriculum is being planned by the University of Burdwan and the college delivers the curriculum in a systematic way. Since Continuous Internal Evaluation is an integral part of Choice Based Credit System (Semester Pattern), on the second and fourth month of every semester, internal evaluations are done. The college has introduced written test as well as home assignment system for the students for an overall development.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
N.A	N.A	Nil	Nil	N.A	N.A

#### 1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	Education (H); EDCH	01/07/2018
BSc	Mathematics (G); MTMG	01/07/2018
BA (Journalism)	Mass Comm. and Journalism (G); MCJM	01/07/2018

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	BNGH, ENGH, SNSH, HISH, GEOH, PLSH, SOCH, EDCH, PHIG, ECOG	01/07/2017
BA (Journalism)	MCJM	01/07/2017
BCom	ACCH, ACCG	01/07/2017
BSc	MTMG	01/07/2017

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

	Certificate	Diploma Course
Number of Students	0	0

### 1.3 - Curriculum Enrichment

1.3.1 - Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Not Applicable	Nil	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
Nil	Nil	0

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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	No
Parents	No

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

### Feedback Obtained

The feedback from students is collected online using questionnaire designed by the college. Received feedback is analysed by the members of IQAC to address the shortcomings.

## 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	Honours	361	972	199
BA	General	553	1038	504
BCom	Honours	75	104	20
BCom	General	247	157	37

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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	Number of fulltime teachers available in the	Number of teachers teaching
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			institution teaching only UG courses	institution teaching only PG courses	both UG and PG courses
2018	760	0	16	0	0

### 2.3 - Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
16	16	4	8	1	0

[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)

Presently only the Honours students have been brought under mentoring system in which students meet the teachers with their problems, not necessarily limited to academic issues. A section of remedial classes are devoted to mentoring so that regular student-teacher meetings are held to advice and counsel students regarding their issues which are often related the syllabus but sometimes to adolescence and early youth through which students go during the graduation years.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
219	16	1 : 14

### 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
19	16	2	1	9

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
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2018	Not Applicable	Nil	Not Applicable
2019	Not Applicable	Nil	Not Applicable

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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
Nil	Not Applicable	Not Applicable	Nil	Nil

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

Since Continuous Internal Evaluation is an integral part of CBCS (Semester pattern), on the second and fourth month of every semester, internal evaluations are done. The college has introduced written test as well as students' home assignment system for an overall development.

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

<http://www.ksmv.info/academic-calender.html>

## 2.6 - Student Performance and Learning Outcomes

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

<http://www.ksmv.info/student-performance.html>

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BNGH	BA	BENGALI (H)	31	25	80.65
ENGH	BA	ENGLISH (H)	32	28	87.5
HISH	BA	HISTORY (H)	17	15	88.23

GEOH	BA	GEOGRAPHY (H)	25	23	92
SOCH	BA	SOCIOLOGY (H)	8	5	62.5
POLSH	BA	POLSC (H)	3	2	66.66
SNSH	BA	SANSKRIT (H)	6	3	50
AP	BA	BA GENERAL	180	62	34.44
ACCH	BCom	ACC (H)	9	6	66.66
CH	BCom	BCOM GENERAL	13	3	23.07

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## 2.7 - Student Satisfaction Survey

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

<http://www.ksmv.info/student-feedbacks.html>

## 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
Total	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
NA	NA	

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

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

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nil

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3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
NA	NA	NA

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

Name of the Department	Number of PhD's Awarded
Not Applicable	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)
National	Bengali	2	00
International	English	2	00
International	History	1	00
International	Sociology	1	5.56
International	Mathematics	1	00

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

Department	Number of Publication
History	1

Sociology	1
Economics	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
NA	NA	NA	2018	0	00	0
NA	NA	NA	2019	0	00	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
NA	NA	NA	2018	0	0	00
NA	NA	NA	2019	0	0	00

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	4	3	0
Presented papers	8	7	1	0
Resource persons	0	0	0	1

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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
Independence Day Celebration	NSS Unit 1 and 2	2	45
Swachhata Hi Seva	NSS Unit 1 and 2	2	85
NSS Golden Jubilee Celebration	NSS Unit 1 and 2	2	69
Yoga Day Celebration	NSS Unit 1 and 2	2	41
AIDS Awareness Programme	NSS Unit 1 and 2	2	202
Blood Donation Camp	NSS Unit 1 2 and Chandannagar Lions Club	2	37

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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
NA	NA	NA	0

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Gender Sensitization Programme	Women Cell of the College	Abuse of Girl Children in the Family: A Debate	1	16

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#### 3.5 - Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NA	NA	NA	00

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NA	NA	NA	Nil	Nil	00

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NA	Nil	NA	0

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**CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES**

4.1 - Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
18	17.47

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Nil	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 software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Fully	2.0	2007

### 4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	22881	5216868	178	56070	23059	5272938
Reference Books	0	0	0	0	0	0
e-Books	93809	5725	0	0	93809	5725
Journals	6	0	0	0	6	0
e-Journals	6247	5725	0	0	6247	5725
Digital Database	0	0	0	0	0	0
CD & Video	47	0	0	0	47	0
Library Automation	1	0	0	0	1	0
Weeding (hard & soft)	0	0	0	0	0	0
Others (specify)	13	4636	0	0	13	4636

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Not Applicable	Not Applicable	Not Applicable	Null

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	71	2	8	1	1	2	11	14	0
Added	0	0	0	0	0	0	2	0	0
Total	71	2	8	1	1	2	13	14	0

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

14 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
Not Applicable	Nil

#### 4.4 - Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0.25	0.24	18	17.47

##### 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)

Whereas policies of maintaining and utilizing facilities like those of laboratory (only at the Department of Geography), computers, class rooms, CCTV cameras, generators, water purifiers etc are made in the Teachers' Council's meetings, the decisions are jointly carried out jointly by the teachers and non-teaching support staff. There is a library sub-committee for upgradation and policy making for library maintenance is carried out jointly by the librarian, library staff and non-teaching support staff.

<https://www.ksmv.info/campus-infrastructure.html>

#### 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
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Financial Support from institution	N.A	0	0
Financial Support from Other Sources			
a) National	N.A	0	0
b) International	N.A	0	0

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
N.A	Nil	Nil	Nil

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	N.A	0	0	0	0
2019	N.A	0	0	0	0

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

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

## 5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus	Off campus

Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	Nil	0	0

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	0	0	0	0	0
2019	0	0	0	0	0

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

Items	Number of students selected/ qualifying
Nil	0

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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
College Sports	Intra College	196
Cultural Programme	Intra College	83

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### 5.3 - Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
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2018	NIL	Nil	Nil	Nil	NA	NA
2019	NIL	Nil	Nil	Nil	NA	NA

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

Students' Council is made up of the elected representatives of the students. The Council remains aware of its responsibility to maintain the discipline and overall academic atmosphere of the college. They are part of different committees and administrative bodies like the Governing Body.

#### 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 :

NIL

### 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)

The major decisions have been taken by the policy making bodies of the college such as the Governing Body and the Teachers' Council. Students' opinion and feedback have also been given due value wherever necessary. Since the Governing Body is made up of representatives from each stratum of the institution - employer, teacher, non-teaching staff, nominees of the Government and the affiliating University - it represents a participative management of the Institution. The Teachers' Council too is a platform where power works through decentralization. Decisions are being taken on the basis of mutual discussion and consent. .

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

No

## 6.2 - Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Curriculum is planned by the University of Burdwan following UGC's uniform syllabus under CBCS (Semester System). Faculty members from each department attend syllabus/curriculum development meetings held by the University and suggest possible betterments wherever possible.
Teaching and Learning	Teaching and Learning: Students are exposed to recent developments in their respective study areas and teaching methods are not limited within lectures only. Remedial and mentoring classes are augmented to normal classes so that they may overcome learning difficulties
Examination and Evaluation	Examination and Evaluation: Semester end examinations and Continuous Internal Evaluation are the methods through which students are evaluated. In case of Semester end examinations, evaluation is done by University appointed teachers for unbiased and impartial assessment. Marks obtained by the students in internal evaluations are added to the score of semester end examinations.
Research and Development	Research and Development: Faculty members are engaged in research activities like publications, paper presentation, attending seminars etc. as well as faculty development courses like Orientation Programme, Refresher Course and Short Term Course.
Library, ICT and Physical	Library, ICT and Physical Infrastructure / Instrumentation: The college library is equipped with an ever-growing stock of books,

Infrastructure / Instrumentation	magazine and periodicals. Accession to E-resources has also been provided. ICT facilities have been provided to each department
Human Resource Management	Human Resource Management: The faculty members as well as the office staff are trained in soft skills during examinations and different academic and administrative activities everyone carries out their part efficiently.
Admission of Students	Admission of Students: Admission of students is done purely on the basis of the merit and the entire processes is done online, following University rules.

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

E-governance area	Details
Planning and Development	Planning and Development: The development plans are conveyed online to higher authorities like the Department of Higher Education, Govt. of West Bengal, UGC, RUSA etc.. Receipts, expenditure and utilisation are executed mostly in electronic format.
Administration	Administration: The college administration is mostly computerized with the help of CAMS software the daily works are done. Important notifications and tender notices are uploaded in the college website which plays an important role in E-Governance.
Finance and Accounts	Finance and Accounts: Financial transactions and accounting details are maintained through CAMS software, as mentioned above.
Student Admission and Support	Student Admission and Support: Student admission is done completely online and the important announcements/notifications are uploaded on the college website.
Examination	Examination: Examinations, both internal and university level, are not paperless. Although, official procedures related to examinations, like Registration of the candidates and generation of admit card are done online.

### 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
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2018	NA	NA	NA	0
2019	NA	NA	NA	0

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	NA	NA	Nil	Nil	Nil	Nil
2019	NA	NA	Nil	Nil	Nil	Nil

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Summer School	1	26/07/2018	16/08/2018	21
Refresher Course	1	04/12/2018	24/12/2018	21
Refresher Course	1	06/02/2019	26/02/2019	21
Short Term Course	1	12/03/2019	18/03/2019	7

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	0	0	0

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
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GSLI

GSLI

NIL

**6.4 - Financial Management and Resource Mobilization**

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

Institution conducts regular internal audits under the supervision of the Accountant, the Bursar and the Head of the institution. External audit is done regularly by the approved agency 'KDSS Associates'.

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
N A	0	N A

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6.4.3 - Total corpus fund generated

0

**6.5 - Internal Quality Assurance System**

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	N A	Yes	Respective Departments
Administrative	No	N A	No	N A

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

There is no Parent-Teacher Association in the college as such. But each department arranges meetings with parents from time to time to update them about the students' academic progress and discuss various students' related issues. The IQAC, however feels the need to form a Parent-Teacher Association which will work for the development of the students and the College.

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

NIL

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

1. Smart Classroom, 2. Seminar Hall, 3. Photocopy Centre

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
2018	IQAC Meeting	11/09/2018	Nil	Nil	10
2018	IQAC Meeting	09/10/2018	Nil	Nil	13
2019	IQAC Meeting	16/03/2019	Nil	Nil	16
2018	Gender Sensitization programme	09/10/2018	Nil	Nil	16
2018	College Level Seminar to Celebrate 150th Birth Anniversary of Mahatma Gandhi	15/12/2018	Nil	Nil	200

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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
Abuse of Girl Children in the Family: A Debate	09/10/2018	09/10/2018	13	3

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



1.The college has taken the following initiatives - Green Generator (noise and emission minimized) 2. No Plastic and No Smoking Zone 3. Solar Lights

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	No	0
Ramp/Rails	Yes	0
Braille Software/facilities	No	0
Rest Rooms	Yes	0
Scribes for examination	No	0
Special skill development for differently abled students	No	0
Any other similar facility	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
2018	1	Nil	21/07/2018	01	Yoga Day Celebration	Importance of Yoga in life	41
2018	Nil	1	24/09/2018	01	Swachhata Hi Seva	Cleanliness for healthy India	85
2018	Nil	1	01/12/2018	01	AIDS Awareness Programme	Awareness to Prevent AIDS	200
2019	1	Nil	27/02/2019	01	Blood Donation Camp	To meet the crisis of blood in local hospital	37

2019	Nil	1	03/03/2019	10	NSS Special Camp	Health check up for local elders and interactive sessions with local villagers regarding availability of pure drinking water	202
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#### 7.1.5 - Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NA	Nil	NA

#### 7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NA	Nil	Nil	Nil

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

1. Green Generator (noise and emission minimized)
2. No Plastic Zone
3. No Smoking Zone
4. Spit-free Zone
5. Solar Lights

## 7.2 - Best Practices

### 7.2.1 - Describe at least two institutional best practices

**PRACTICE:01 Title: Promoting Natural Resources:** To create awareness about preservation of natural resources. **The Context:** The practice is guided by an attempt to utilize the renewable energy in the campus to the utmost. **The Practice:** The college follows the under mentioned practice - Eco-friendly campus with garden and Solar Energy. **The Evidence of Success:** Consumption of Electricity has been reduced thereby minimizing the electricity bill expenses. **Problems encountered and resources required:** The use of Solar energy needs to be maximized and for this purpose financial and technical support from the government is solicited.

**PRACTICE:02 Title: Green Campus:** To create awareness about conservation of environment. **The Context:** The area being Industrial and students belonging to economically backward classes, a general lack of awareness about conservation of nature has been marked.

The Practice: The college follows the under mentioned practice - Green Generator, Spit-free Campus, No Plastic and No Smoking Zone. The Evidence of Success: College campus is now much cleaner and pollution free. Problems encountered and resources required: Still there is need to promote 'no plastic' awareness among the students and local people.

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

<http://www.ksmv.info/best-practices.html>

### 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

Focus Area: The institute is focused on initiating more students to the domain of higher education. Reason behind this Priority: Since the college is located at a semi-urban area with a number of students belonging to economically backward families and some of whom are even first generation learners, its inclusive policy has ensured the admittance of more students of such category. Performance in the Thrust Area: Fulfilling the future plan mentioned in the last AQAR, the college has started offering new subjects like Education (Hons), Mathematics (Gen) and Journalism and Mass Communication (Gen). Kabi Sukanta Mahavidyalaya Study Centre (Code 28150) of IGNOU has also succeeded to cater to an ever-growing number of learners choosing a variety of subjects and continuing higher study in Open Learning mode

Provide the weblink of the institution

<http://www.ksmv.info/institutional-distinctiveness.html>

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

1. To Complete the classrooms of the ground floor of the newly constructed building. 2. To organize programme for promotion of universal Values and Ethics.