



Yearly Status Report - 2018-2019

Part A

Data of the Institution

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

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Amit Dey
Phone no/Alternate Phone no.	03251246500
Mobile no.	8348459885
Registered Email	amitdey500@gmail.com
Alternate Email	kashipur_mmm@yahoo.in

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.kashipurmmm.org/images/uploads/AQAR_2017-18.pdf
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4. Whether Academic Calendar prepared during the year	Yes
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if yes,whether it is uploaded in the institutional website: Weblink :	http://www.kashipurmmm.org/academic_calendar.php
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5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.06	2016	16-Dec-2016	15-Dec-2021

6. Date of Establishment of IQAC	21-Feb-2012
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Workshop on NAAC at	06-Apr-2019	62

Jhalda College	01	
Workshop on CBCS	30-Nov-2018 01	100
International Seminar on Bhadu and Bhadra-Culture	14-Sep-2018 01	250
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Government of West Bengal	Construction of New Building	Govt. West Bengal	2019 180	36000000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

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

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. International Seminar Organized on 14.09.2018 on Bhadu and BhadraCulture. 2. Initiatives taken for Teaching Post Creation and Recruitment. 3. Students' Freeship Program organized on regular basis for each semester. 4. Initiatives taken for Upgradation of Faculty 5. Students' Feedback taken for each semester.

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

Plan of Action	Achievements/Outcomes
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Faculty Improvement Program	IQAC encouraged to participate in seminar, workshop, conference and RC and OP to teachers to improve their teaching skill
Workshop on CAMS	Workshop on College Administration and Management System was done with the Head of the institution, few teachers, Bursar and non-teaching staffs
Workshop on CBCS	Workshop on Choice Base Credit System was done in the beginning of the session with all teaching and non-teaching staff of the college
Seminar Organization	IQAC with collaboration with the Department of Bhadu : International Seminar on "Bhadu Traditional Vadraculture" organized on 14.09.2018 to felicitated the local culture. International delegates from Bangladesh has been participated and acted as Resource Person.
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Teachers' Council	09-Feb-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2018

Date of Submission

24-Dec-2018

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)

1. Institution has been using College Administration and Management System (CAMS) for daily work of admission, academic calendar, office related work, examination work, preparation of Attendance Roll, Aquitance maintenance, preparation of Meeting resolutions (Teachers Council, IQAC, Governing Body and other subcommittees). 2.

Administrative work of the college like daily functioning has been done using this CAMS which includes notification of the Meeting, sharing this to all members, conduction of the meeting, preparing resolutions, sharing the same and proceed accordingly. 3. Functioning daily work of Teachers Council which includes conduction of meeting, sharing the ideas related to teaching and examination and act according to the resolutions taken. 4. Discussion on Students Feedback and its lowfalls to solve the problems as per need of the students. 5. Preparation of analysis of Examination Result (both Internal Assessment and Theory Examinations of the SKBU) also be done with the help of CAMS. 6. Scholarship and Freeship for students have also been done using this software (CAMS). Students are benefited from this.

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 College, as per the guidance of Sidho-Kanho-Birsha University, is offering three-year (six semester) B.A. Honours Courses and B.A./B.Sc. Programme Courses with Choice Based Credit Systems (CBCS). Combinations of subjects/courses offered in the College under the CBCS are as follows: a) Types of Courses b) Course type c) Description d) Credit per Course e) Number of Courses : i) B.A. Honours, ii) B.A Programme iii) B.Sc. Programme* a) CC (for Honours): Core Course (6) 14 b) DSC (for Programme): Discipline Specific Course (6): 8 (4 each out of 2 disciplines) 12 (4 each out of 3 disciplines c)LCC (Language Core Course): 6 4 (2 each out of 2 disciplines) d) DSE (Discipline Specific Elective): 6 4 (2 each out of 2 disciplines) 6 (2 each out of 3 disciplines e) GE (Generic Elective): 6 f) AECC (Environmental Studies): Ability Enhancement Core Course (2) AECC (English/MIL): 2 f) SEC (Skill Enhancement Course): 2
TOTAL CREDIT: Hons (140), Prog (120) 120 *includes B.Sc. (Bio), B.Sc. (Pure), B.Sc. with Economics and B.Sc. with Geography

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Diploma	Diploma in Bhadu	14/09/2018	180	Employability	Skill Development in Culture

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Honours	02/07/2018
BA	Program	02/07/2018
BSc	Program	02/07/2018

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

	Certificate	Diploma Course
Number of Students	Nil	50

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
NA	Nil	Nil
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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	NA	Nil
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	No

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

Feedback Obtained
<p>Analysis of Feedback: A) Students Feedback: Feedback taken from all students during class teaching and Internal Assessment. After collecting these feedback, IQAC analyses this with the teachers of respective department. Steps to recover (if any) then suggested for the upliftment of the department and the benefit of students. Teachers performance, performance of the NTS and Librarian also be analysed on the basis of this feedback. B) Teachers Feedback: Performance of the students and employers are mainly taken as the important factors from Teachers feedback. Teachers of substantive post, Part Time Teachers, Contractual Teachers and Guest Teachers feedback taken together to analyse the step toward greater grade of the institution. In the next meeting of IQAC, all stakeholders are called to participate and asked suggestion for the betterment</p>

of the college. C) Employers Feedback: Feedback taken from the Employers including Principal (as Secretary of Governing Body), President of GB, Other Members of the GB, and from Bursar and from IQAC Coordinator also. From all the responses, IQAC prepared a report and send it to the Governing Body for discussion and act accordingly. D) Parents Feedback: At the beginning of each session, feedback is taken from the parents. In the middle of the session also, another feedback is taken from them. These two feedback helps to improve teacher performance and responsibility for the better future of the students.

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
BSc	Program	61	36	36
BA	Program	672	1844	672
BA	Honours	262	867	262

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	970	Nil	12	Nil	Nil

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
52	34	3	8	2	3

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

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

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

Student Mentoring System: a) Teachers Council: College has an Academic Council namely Teachers Council which is engaged to teaching, evaluate and other academic needs of the students. b) Anti Ragging Cell: College has an Anti Raging Cell to found the discipline among students. This cell comprises senior teachers, members from college administration, Local police station, Local Block Level Officer (BDO) and students members. c) Women and Sexual Harassment Cell: This cell comprises of lady teachers who are engaged to look after the cases of incidents of embarrassing moments specially for girls students inside the campus. This cell reported the incident to the higher authority whenever necessary and try to create a safe campus for teaching and learning to every students admitted here in this college. d) Mentor-Mentee Program: Mentor-Mentee programs are organised to enable the students for mock presentation about various topics of their syllabus.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
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2.4 – Teacher Profile and Quality**2.4.1 – Number of full time teachers appointed during the year**

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
17	12	5	3	4

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Suvranshu Pan	Assistant Professor	Best Paper Award in IEA Conference
2019	Poushali Roy	Assistant Professor	International Publication with Citesion Index

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2.5 – Evaluation Process and Reforms**2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year**

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	Program	Part III and Semester IV	31/05/2019	29/06/2019
BA	Program	Part III and Semester IV	29/05/2019	29/06/2019
BA	Honours	Part III and Semester IV	31/05/2019	29/06/2019

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

College has planned Internal and Theory Examination Schedule following the SKBU Guidelines: (Examination Time Planning) Semester (Commencement of Courses) Internal Assessment (End Sem Exam) I 1st week of October 2nd week of January Mid-February II 1st week of March 3rd week of July 2nd week of August III 1st week of September 3rd week of January Mid-February IV 1st week of March 4th week of June 3rd week of July V 1st week of September 2nd week of February Mid-March VI 1st week of March 2nd week of June 1st week of July These dates are tentative and are finalized according to the notification of Higher Education Department, Government of West Bengal. S.KB. University may change the schedule as per their requirement.

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

Academic Calendar (2018-19): Kashipur Michael Madhusudan Mahavidyalaya is an educational institution imparting undergraduate education. The College firmly

believes that excellence of institutions of higher education is a function of many aspects of which self-evaluation and self-improvement are important. It is one of the premier institutions in West Bengal established on 26th September, 2000 as a Govt. Sponsored College and has offered invaluable service in regard to the spread of educational opportunity for a large number of prospective students of a comparatively backward district .The mission of our institution is to provide quality education in maintaining a healthy and disciplined academic atmosphere. The College has a dedicated and sincere faculty for whom the academic interests of the students are of utmost importance and can boast of consistently excellent results in the University examinations. By the end of their College life students are equipped with inner strength and confidence to face society in general and the world of higher learning in particular, to become a complete man or woman. In the course of its more than sixteen years' glorious journey, the college has earned quite a few distinctions. In November 2016, the college was accredited by NAAC with Grade 'B'. We firmly believe that every stone of any success is only because of the novel contribution from different types of member of the Mahavidyalaya. College in its Academic Calendar heartily congratulates to the all well-wishers, Department of Higher Education, Govt. of W.B., Authority of SKBU, University Grants Commission, the honble members of the Governing Body, the teachers, the non-teaching staff, and most importantly to our beloved students their responsible guardians and all corners of the society for maintaining an ideal and peaceful academic atmosphere in the institution. Last but not the least, college always remember with due respect those people who have touched our College with their different types of dedicated works. They did their novel works, now it's the time for us to carry forward the legacy. Throughout this calendar, college is trying to give every details of the syllabus, proposed dated of classes and examination and the steps to upgrade from Semester I to Vi chronologically in monthly basis.

2.6 – Student Performance and Learning Outcomes

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

http://www.kashipurmmm.org/images/uploads/KMMResult_2019.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
B..CCRC	BSc	Program	36	34	94.44
B..CCRT	BA	Program	940	768	81.70
B..CCHT	BA	Honours	262	243	92.75

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2.7 – Student Satisfaction Survey

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

http://www.kashipurmmm.org/images/uploads/SSS_2019.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	Nil	NA	Nil	Nil
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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
Workshop on Property Rights and Coase Theorem	Economics	16/08/2018

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
Suggestion to Improve Decreasing Agricultural Productivity	Dr. Suvranshu Pan	Indian Economic Association	28/12/2018	Best Paper Award

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA01	Nil	Nil	Nil	Nil	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
01	02	01

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Economics	3	Nil
National	Education	1	Nil
National	History	1	Nil
National	Bengali	4	Nil
National	Sociology	2	Nil
National	English	1	Nil
International	Economics	1	Nil
International	Education	1	Nil

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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
Sociology	2
History	2
English	2
Education	1
Economics	2
Bengali	3

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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
Application of USLE in a GIS environment to estimate soil erosion in the Irga watershed, Jharkhand	Poushali Roy	Physical Geography	2019	2.9	KMMM	2

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Application of USLE in a GIS environment to estimate soil erosion in the Irga watershed, Jharkhand	Poushali Roy	Physical Geography	2019	2	2	KMMM

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

Number of Faculty	International	National	State	Local
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Attended/Seminars/Workshops	6	25	12	15
Presented papers	4	12	6	15
Resource persons	Nil	2	4	2

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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
Special Camp	NSS/KMMM	2	100
AIDS Awareness Camp	NSS/Purulia Unit	25	200

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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
Youth Parliament Competition	2nd in the District	Ministry of Youth, Government of West Bengal	16

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat Abhiyan	NSS/KMMM	Clean Campus	2	100
AIDS Awareness Camp	NSS/KMMM and Red Cross Society, Purulia Unit	Awareness Program	25	200

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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	Nil	Nil	Nil

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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	Name of the	Duration From	Duration To	Participant
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	linkage	partnering institution/ industry /research lab with contact details			
NA	Nil	Nil	Nil	Nil	Nil
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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
Bengal Economic Association, Kolkata	22/02/2019	Research Activities and Seminar Organisation	100
IIRS, Dehradun	19/10/2018	Online Classes and Workshop	26
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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
Nil	3600000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Newly Added
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
NA	Nil	Nil	2022

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	11386	1222548	1000	233200	12386	1455748

Reference Books	18000	600897	131	3841	18131	604738
Journals	594	15000	12	1800	606	16800
e-Journals	1	5900	1	5900	2	11800

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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
Dines Chandra Maiti	SWAYAM	MOOCs	17/01/2019

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	31	1	1	2	1	3	8	25	0
Added	2	0	1	2	0	3	0	0	0
Total	33	1	2	4	1	6	8	25	0

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

25 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
NA	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
75000	135000	360000	75000

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)

Kashipur Michael Madhusudan Mahavidyalaya, an institution for imparting undergraduate education, was founded in Kashipur (situated about 8 km away from Adra railway station and about 35 km from Purulia railway station) in the district of Purulia of West Bengal, on 26th September, 2000 with the sincere

help and active cooperation of the people around Kashipur. In the month of September of 1872, the famous poet, Michael Madhusudan Datta took charge as the Legal Advisor to the Panchakote Raj Estate from Raja Nilmani Singh Deo of Panchakote. Later he was promoted to the prestigious office of the Treasurer. Although the tenure was not all that happy and satisfying to Madhusudan, he obtained within a short time some pleasure and interest in the life of the people living around, as well as the nature and the place itself - the evidence of which could be found in some of his sonnets. As a token of remembrance of the association between the place and the poet, the College was named "Kashipur Michael Madhusudan Mahavidyalaya". In the course of its more than twenty-two years of glorious journey, the College has earned quite a few distinctions. The steady urge made by the people of Kashipur for the establishment of a College was fulfilled and the cherished Mahavidyalaya came into being on 26th September 2000. The opening of the College at Kashipur at once offered invaluable service in regard to the spread of educational opportunity for a large number of prospective students of a comparatively backward district. Their opportunities constitute our aims. The opportunities are: i) To provide the students of Kashipur and adjacent area with the opportunity to enhance their educational qualification through receiving higher education and to enable them to build their capacity necessary for being effectively and gainfully employed ii) To bring the local people living around in touch with various educational and social welfare services undertaken by the College through NSS or other extension activities and iii) To humbly attempt to create an atmosphere of learning and awakening through the gradual spread of education and academic culture. The College has always been receiving generous help and cooperation from the people associated with it and also from the people and well-wishers at large as well as eminent personalities of the locality. We hope and believe that this cooperation will go on increasing.

<http://www.kashipurmmm.org/canteen.php>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	1. Maharaja Shankari Prasad Sing Deo Memrial Scholarship, 2. Sampat Roy Memorial Scholarship	44	22000
Financial Support from Other Sources			
a) National	National Scholarship Portal	2	20000
b) International	NA	Nil	Nil
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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
NA	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	Career Counselling	20	100	12	Nil
2019	Guidance for Competitive Examination	12	50	6	Nil

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	5

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
03	200	6	02	200	7

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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	22	BA (Hons)	Bengali	SKBU, BU, RBU, KNU	MA
2018	8	BA (Hons)	Geography	1. SKBU, 2. Raipur	MA
2018	8	BA (Hons)	History	SKBU, BU	MA
2018	3	BA (Hons)	Economics	SKBU	MA
2018	8	BA (Hons)	Philosophy	SKBU	MA
2018	6	BA (Hons)	Political Science	SKBU	MA
2018	8	BA (Hons)	English	SKBU, Raipur, BHU	MA
2018	7	BA (Hons)	Sociology	SKBU, KU	MA
2018	2	BA	Sanskrit	SKBU	MA

(Program)

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

Items	Number of students selected/ qualifying
NET	6
SET	2
Any Other	13

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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
Inter College District Sports and Games Competition	District	32
Annual Sports	University	35
Annual College Sports	College	78

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	NA	Nil	Nil	Nil	Nil	Nil

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

Students Council: 1. There is a provision of Students Council in this college from 2005 onwards. 2. Students Council is an elected bodies of class representatives. 3. General Secretary of the Students Council is a responsible member of the college Governing Body where decision for the betterment of the college in every aspects viz in academic and administrative also. 4. Each Student representative from 18 classes have the responsibilities to look into the students welfare and demand for academic and official purposes. They are trying to find incalculable solutions for the betterment of their classmates. 5. Students also take a big part of annual programs like Freshers Welcome, Farewell, Workshop, Seminar, Cultural competition, Annual Sports and Annual Social Program with the consultation of the competent authority.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

132

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Activities of Alumni Association of the College: 1. Alumni Association of the ex-students has been set up in March 2018 and named KMMM Alumni. 2. Principal of the college is the ex-officio president of this alumni. Ex-students are members of this association. 3. This association was formed to support the academic excellence of this college with various activities. 4. KMMM Alumni meets regularly to organize different programs throughout the year like Blood Donation Camp, Awareness Program, Teachers Day Celebration etc. 5. College is trying to Register this Association for more activity which directly helps the institution in the future.

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)

Vision of the Institution: The steady urge made by the people of Kashipur for the establishment of a College was fulfilled and the cherished Mahavidyalaya came into being on 26th September 2000. The opening of the College at Kashipur at once offered invaluable service in regard to the spread of educational opportunity for a large number of prospective students of a comparatively backward district. Their opportunities constitute our aims. The opportunities are: i) To provide the students of Kashipur and adjacent area with the opportunity to enhance their educational qualification through receiving higher education and to enable them to build their capacity necessary for being effectively and gainfully employed ii) To bring the local people living around in touch with various educational and social welfare services undertaken by the College through NSS or other extension activities and iii) To humbly attempt to create an atmosphere of learning and awakening through the gradual spread of education and academic culture. The College has always been receiving generous help and cooperation from the people associated with it and also from the people and well-wishers at large as well as eminent personalities of the locality. We hope and believe that this cooperation will go on increasing. We always remember with due respect those people who have touched our College with their dedicated works. They did their novel works, now it's the right time for us to continue what they left for us.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Some teachers are the honourable members of University Board of Studies. They are trying to upgrade syllabus time to time. Demand from the colleges are also placed to the university via Board of Studies meeting. Teachers Council also suggest to take initiatives for curriculum development for the betterment of the students.

Human Resource Management	College is giving preference to uplift all faculties to upgrade themselves. Teachers are allowed to attend Refreshers Course, Orientation Program, Faculty Development Program and other UGC approved programs.
Library, ICT and Physical Infrastructure / Instrumentation	College has a Central Library with Text Books, Reference Books, Journals, e-Journals, etc. Besides this, each department has their own Departmental Library for students and teachers. Teachers also used ICT in their teaching. There is one Smart Class and eight classes with computer facilities with internet connections.
Admission of Students	Students admission is done by purely online basis following Sidho-Kanho-Birsha University guidelines and Government of West Bengal Guidelines. Online merit list is published and admission is done following that list. If requires permission from BCWD has been taken to fill up the caste-wise vacant seats.
Research and Development	There are three such department who are engaged to guide Ph.D. and M.Phil Students as attached with SKBU. Individual teachers are also presented papers in various seminars and conferences. Most of the teachers are engaged with research activities and published papers in journals, book chapters in regular basis.
Examination and Evaluation	Examination has two steps: Internal Assessment is done by the college itself following SKBU guidelines. Then there is Final examination conducted by the university in every six months. As semester system has been introduced by the university since 2017-18 Academic Session, Examination and evaluation is done as per university norms. Teachers are engaged in paper Setting, invigilation, evaluation throughout the year.
Teaching and Learning	Mostly Chalk-and-Talk method are used for teaching. Now a days, teachers are following ICT and ppt presentation for teaching. Slow learners are given special attention.

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

E-governance area	Details
Finance and Accounts	College is under Indian Financial Management System (IFMS) provided by

	the Government of West Bengal. All finance related matters are done by using this system. College accounts also done by using CAMS and IFMS. Regular audits also done with Auditors recommended by the Government of West Bengal.
Student Admission and Support	Central Admission is done by online mode. Online merit list is published and admission is done following merit and caste rules of the government and university. Government Fellowship, College Scholarship etc also done following government instruction through online mode time to time.
Examination	Examination work also done through online mode like question paper collection, seat arrangement Descriptive roll preparation, and marks submission. Link are provided to teachers whenever necessary.
Administration	College Administration and Management Software (CAMS) are used for administrative work. Governing Body, IQAC, Teachers Council and other academic bodies used ICT and other e-method for daily activities of the colleges.

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
2018	NIL	NIL	NIL	Nil
2019	NIL	NIL	NIL	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Workshop on CBCS	Workshop on CBCS	02/07/2018	02/07/2018	42	12
2018	Workshop on Admission	Workshop on Admission	18/05/2018	18/05/2018	15	6

	Software	Software				
2019	Workshop on CAMS	Workshop on CAMS	17/01/2019	17/01/2019	4	12
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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
HRDC Conducted Refresher Course in Geography at Himachal Pradesh University	1	20/05/2019	01/06/2019	14
HRDC Conducted Refresher Course in English at Ranchi University	1	23/02/2019	15/03/2019	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	3	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Kashipur M. M. Mahavidyalaya ECCS	Kashipur M. M. Mahavidyalaya ECCS	KMMM Alumni

6.4 – Financial Management and Resource Mobilization

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

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

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Dr. Bibhas Kanti Mandal (Private Donation)	100000	Scholarship for Students of Philosophy (Hons)
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6.4.3 – Total corpus fund generated

100000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Sidho-Kanho-Birsha University, Purulia	Yes	IQAC, KMMM
Administrative	Yes	Auditor, Govt. of West Bengal	Yes	Bursar, Governing Body, KMMM

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

Parent-Teachers Activities: 1. Workshop at the beginning of the session in July 2018. 2. Suggestions from Parents Feedback about the teaching-learning and examination matters. 3. Suggestions and discussion on fees for the learning process and help for the scholarship to avail government facilities.

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

Development Program for Support Staff: 1. Regular Meeting with NTS and Member of Governing Body. 2. Provide facilities from Provident Fund and leave related matters. 3. There is a KMMM Cooperative Society for the teaching and Non-teaching and Support staffs of the college.

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

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

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
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	International Seminar Organization	30/06/2018	14/09/2018	14/09/2018	250
2018	Workshop on CBCS	30/06/2018	02/07/2018	02/07/2018	56
2019	Workshop on CAMS	30/06/2018	17/01/2019	17/01/2019	19

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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
NSS Orientation Camp	23/01/2019	30/01/2019	50	50

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

Percentage of power requirement of the University met by the renewable energy sources
Environmental Consciousness : 1. College is environmentally conscious and campus is clean and green. 2. Green audit is done on regular basis. 3. Herbal Garden is maintained by the Botany department of the college. Alternative power is required to facilitate the energy consumption of the college. Renewable energy initiatives will be taken in near future.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	10
Ramp/Rails	Yes	6
Rest Rooms	Yes	15
Scribes for examination	Yes	4

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	1	20/03/2019	01	Clean and Green Campus	Campus is surrounded with	25

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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)
Annual Prospectus	02/07/2018	Human Values and work ethics are discussed in the Annual Prospectus 2018-19 of the college. This Prospectus is distributed to all students and staffs of the college to know the mission, vision and goals of our college. What kind of course structure we are following, what will be the procedure of teaching and examination throughout the academic session we are providing.... everything is provided in this manual.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Workshop on Work Ethics	16/04/2019	16/04/2019	50

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

Initiatives for Eco-friendly campus: 1. Green audit by Botany Department. 2. Clean Campus by NSS. 3. Environmental Awareness by Department of Environmental Studies. 4. Introductory Workshop for students on the Importance of Institutional Mission and Vision. 5. Regular Workshop, Seminar and Conferences on Eco-friendly campus specially with collaboration with Sachhata Action Plan (SAP) unit of the college.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices (2018-19): 1. NSS-Community Service: Two units of or NSS of KMMM (with 50 students in each unit) wings regularly take part in Community Services. College has adopted 2 villages (Rangiladih and Gopalchowk) where NSS run Adult Education, Cleanliness. Volunteers of NSS keep the college campus clean. KMMM-NSS wings always doing social service i.e. fund collection for the relief, Kanyashree awareness etc. and also organize AIDS awareness workshop with the two active and dynamic Leadership from Coordinators.. 2. Scholarship for Students: College is trying to waive tuition fees for outstanding achievement and provide scholarships in the names of Maharaja Shankari Prasad Sing Deo and Sampat Roy. College also regularly helps the promising and aspiring sportsperson by providing them with sport-equipment. College provides football boots to all the team members in the academic year 2018-19. Freeship (Ful Free and Half-Free) helps poor and meritorious students to continu their

studies. 3. Important Days: Various wings of the College (NSS Unit, Cultural Sub-Committee, Teachers Council, IQAC, Women Cell, etc.) observe important days of national importances. College also observe local festivals like Vadu, Bandhna, Akhyan, Hool Divas and Manasa Puja. Students Union and KMMM Alumni are also organize cultural activities and competitions in regular basis. College gives prizes certificates to first, second, and third position holders in the competition.

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

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

7.3 – Institutional Distinctiveness

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

The steady urge made by the people of Kashipur for the establishment of a College was fulfilled and the cherished Mahavidyalaya came into being on 26th September 2000. The opening of the College at Kashipur at once offered invaluable service in regard to the spread of educational opportunity for a large number of prospective students of a comparatively backward district. Their opportunities constitute our aims. The opportunities are: i) To provide the students of Kashipur and adjacent area with the opportunity to enhance their educational qualification through receiving higher education and to enable them to build their capacity necessary for being effectively and gainfully employed ii) To bring the local people living around in touch with various educational and social welfare services undertaken by the College through NSS or other extension activities and iii) To humbly attempt to create an atmosphere of learning and awakening through the gradual spread of education and academic culture. The College has always been receiving generous help and cooperation from the people associated with it and also from the people and well-wishers at large as well as eminent personalities of the locality. We hope and believe that this cooperation will go on increasing. We always remember with due respect those people who have touched our College with their dedicated works. They did their novel works, now it's the right time for us to continue what they left for us.

Provide the weblink of the institution

<http://www.kashipurmmm.org>

8.Future Plans of Actions for Next Academic Year

(a) Bhadu Diploma Course: The college has introduced One Year Diploma Course in "Manbhumer Lokogan O Bhadu (Manbhum Folksong with Emphasis on Bhadu) from the session 2018-19. There is plan to continue with this. b) Certificate Course: The College has introduced Pradhan Mantri Kaushal Vikash Yojana (PMKVY) Centre for short term (duration of three months) Certificate Course on Nursing for Women. This certificate course will be continue. c) Online Courses: (i) Our college already started the online software courses in collaboration with IIT Bombay which will continue. (ii) This college, in this respect, drafted MOU with IIT Bombay to run the online software courses entitled 'Spoken-Tutorial'. Such software courses will be follow soon. (iii) Besides, this college also provide a platform for courses in various disciplines like Diplomas, Certificates and Short term courses through SWAYAM Platform under the MHRD, Govt. of India. (iv) Our College is a Network Institute of Indian Institute of Remote Sensing (IIRS) Oureach Programme since January, 2017. We are extending this. (d) Upcoming Courses: The College is taking initiatives to introduce a few more Certificate and Add-on Courses. (e) Research Centre: With the sincere efforts of the Research Cell of our College, a "Research Centre" in affiliation with Sidho-Kanho-Birsha

University had been set up in the academic year 2017-18 to run the following programmes: (i) Ph.D. in Bengali, Economics, and Sociology (ii) M Phil. in Bengali, Economics, and Sociology There is a provision for Ph.D. and M.Phil in Philosophy and Geography also. The centre will also conduct non-formal research in various disciplines. Translation of 'Yoga- Meditation' is one such theme project.