



## YEARLY STATUS REPORT - 2021-2022

### Part A

#### Data of the Institution

##### 1.Name of the Institution

JATINDRA RAJENDRA MAHAVIDYALAYA

- Name of the Head of the institution

GEETALI BERA

- Designation

TEACHER (IN-CHARGE)

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

03482247244

- Mobile No:

9434687179

- Registered e-mail

principal@jrm.org.in

- Alternate e-mail

geetalibera@gmail.com

- Address

Vill - Amtala, P.O - Amtala, P.S  
- Nowda, Dist - Murshidabad

- City/Town

Berhampore

- State/UT

West Bengal

- Pin Code

742121

##### 2.Institutional status

- Affiliated / Constitution Colleges

Affiliated

- Type of Institution

Co-education

- Location

Rural

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **University of kalyani**
- Name of the IQAC Coordinator **Subhadip Mukherjee**
- Phone No. **03482247244**
- Alternate phone No. **9547278419**
- Mobile **9547278419**
- IQAC e-mail address **principal@jrm.org.in**
- Alternate e-mail address **mukherjeesubhadip10@gmail.com**

**3. Website address (Web link of the AQAR (Previous Academic Year))** <http://old.jrm.org.in/Reports.html>

**4. Whether Academic Calendar prepared during the year?** **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: <http://jrm.org.in/calender.html>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>C++</b>	<b>NIL</b>	<b>2007</b>	<b>31/03/2007</b>	<b>30/03/2012</b>
<b>Cycle 2</b>	<b>B</b>	<b>2.39</b>	<b>2016</b>	<b>02/12/2016</b>	<b>01/12/2021</b>

**6. Date of Establishment of IQAC** **29/01/2014**

**7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>0</b>

**8. Whether composition of IQAC as per latest NAAC guidelines** **No**

- Upload latest notification of formation of IQAC **No File Uploaded**

**9.No. of IQAC meetings held during the year**      **5**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?      **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report      No File Uploaded

**10.Whether IQAC received funding from any of the funding agency to support its activities during the year?**      **No**

- If yes, mention the amount

**11.Significant contributions made by IQAC during the current year (maximum five bullets)**

1) Organized seminars and inter-departmental lectures with Special Invitee lectures in college. 2) Signed MoU with several colleges for academic development. 3) Introduced value added/Add-on Courses for the students to motivate them for higher studies and to develop their academic skill. 4) Organized career counselling/workshop and provide guidance for competitive examinations of the students.

**12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year**

Plan of Action	Achievements/Outcomes
<p>1) To organize orientation programmes for students regarding syllabus and various facilities available in the college. 2) To organize career counselling/workshop and provide guidance for competitive examinations. 3) To initiate more value added/Add-on Courses for students to motivate them for higher studies and for seeking job opportunities. 4) Organize various seminars for the academic development of the students and faculties. 5) Initiating MoU signing with various colleges of district including neighboring districts.</p>	<p>1) Organized sensitization programmes regarding various employment opportunities like Indian Defence Service. 2) Organized seminars and inter-departmental lectures with Special Invitee lectures in college. 3) Signed MoU with several colleges for academic development. 4) Introduced value added/Add-on Courses for the students to motivate them for higher studies and develop their academic skill.</p>

**13. Whether the AQAR was placed before statutory body?**

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

**14. Whether institutional data submitted to AISHE**

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	JATINDRA RAJENDRA MAHAVIDYALAYA
• Name of the Head of the institution	GEETALI BERA
• Designation	TEACHER (IN-CHARGE)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03482247244
• Mobile No:	9434687179
• Registered e-mail	principal@jrm.org.in
• Alternate e-mail	geetalibera@gmail.com
• Address	Vill - Amtala, P.O - Amtala, P.S - Nowda, Dist - Murshidabad
• City/Town	Berhampore
• State/UT	West Bengal
• Pin Code	742121
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	University of kalyani
• Name of the IQAC Coordinator	Subhadip Mukherjee
• Phone No.	03482247244

• Alternate phone No.	9547278419				
• Mobile	9547278419				
• IQAC e-mail address	principal@jrm.org.in				
• Alternate e-mail address	mukherjeesubhadip10@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://old.jrm.org.in/Reports.html">http://old.jrm.org.in/Reports.html</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://jrm.org.in/calender.html">http://jrm.org.in/calender.html</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C++	NIL	2007	31/03/2007	30/03/2012
Cycle 2	B	2.39	2016	02/12/2016	01/12/2021
<b>6.Date of Establishment of IQAC</b>			29/01/2014		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	0	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			No		
• Upload latest notification of formation of IQAC			No File Uploaded		
<b>9.No. of IQAC meetings held during the year</b>			5		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional			Yes		



Plan of Action	Achievements/Outcomes
<p>1) To organize orientation programmes for students regarding syllabus and various facilities available in the college. 2) To organize career counselling/workshop and provide guidance for competitive examinations. 3) To initiate more value added/Add-on Courses for students to motivate them for higher studies and for seeking job opportunities. 4) Organize various seminars for the academic development of the students and faculties. 5) Initiating MoU signing with various colleges of district including neighboring districts.</p>	<p>1) Organized sensitization programmes regarding various employment opportunities like Indian Defence Service. 2) Organized seminars and inter-departmental lectures with Special Invitee lectures in college. 3) Signed MoU with several colleges for academic development. 4) Introduced value added/Add-on Courses for the students to motivate them for higher studies and develop their academic skill.</p>
<b>13. Whether the AQAR was placed before statutory body?</b>	No
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Nil	Nil
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2021-2022	07/07/2021
<b>15. Multidisciplinary / interdisciplinary</b>	
<p>Jatindra Rajendra Mahavidlaya, being an affiliated college it doesn't have academic autonomy in any of it's programs. However as the college is presently a single stream institution inter departmental faculty exchange program is being attempted to implemented as part of a teaching method. It has undertaken multidisciplinary projects under the college programs by the</p>	



dept. of Arabic, Bengali, English, Sanskrit, History, Philosophy, Political Science, and Education. When University provides a curriculum to implement the multidisciplinary/interdisciplinary of the new education policy the college will adhere this. However has avail an opportunity within the campus to implement multidisciplinary courses.

#### 16.Academic bank of credits (ABC):

With the introduction NEP 2020, students can take advantages of academic bank of credits in process on the courses provided in the college. This is an innovative idea to earn a deposit a credit through various national scheme. It shall be also considered credit transferred and accumulation in this prohibition by the students will able to earn the credit and to get the program completed.

#### 17.Skill development:

The restriction of an affiliated college, the college is decided to introduce skill oriented course, add on, certificate courses, value added courses beyond college hours through blended mode.

#### 18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Appropriate integration of Indian Knowledge the college has always believed in blending tradition into it's system of student development. The college sustain 4 language dept. namely Arabic, Bengali, Sanskrit and English introducing students to ancient culture. Without the consent of the affiliating university a more formal induction within the curriculum is not possible.

#### 19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Focus on Outcome based education the college conducts various value based programs by different means such as seminar interaction, quiz, debates etc. students are made aware of positive approach and internalize honesty, participation, women empowerment etc. Without the consent of the affiliating university a more formal induction within the curriculum is not possible.

#### 20.Distance education/online education:

SL NO	TYPES	UNIVERSITY	SUBJECTS
1.	Directorate of open and distance	University of Kalyani	Bengali English

	learning		Education History
2.	Directorate of open and distance learning	Netaji Subhas Open University	Bengali History Education Pol. Science MSW English

### Extended Profile

#### 1.Programme

1.1	9
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

#### 2.Student

2.1	3752
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	1473
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	673
-----	-----

Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>3.Academic</b>		
3.1	12	
Number of full time teachers during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
3.2	13	
Number of Sanctioned posts during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>4.Institution</b>		
4.1	43	
Total number of Classrooms and Seminar halls		
4.2	3450233	
Total expenditure excluding salary during the year (INR in lakhs)		
4.3	37	
Total number of computers on campus for academic purposes		
<b>Part B</b>		
<b>CURRICULAR ASPECTS</b>		
<b>1.1 - Curricular Planning and Implementation</b>		
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process		
<p>The curriculum for the students is designed by the University of Kalyani. Keeping this in mind, the college mechanized and developed a well-planned procedure to deliver the curriculum effectively to the students and keep up its documented process. To</p>		

begin the academic year, the academic sub-committee of the college drafts the upcoming academic calendar on the basis of the academic calendar of the University of Kalyani and a Master Routine, on the recommendations and feedback from all the departments, is prepared by the Routine Preparation Sub-committee. Master routine and academic calendar are duly approved by the IQAC of the college. Syllabus of every department is distributed to all teachers at the departmental discretion before the beginning of the academic calendar. Every department is always vigilant for timely delivery of syllabus and their outcomes and improvements of students. Departments always keep up periodical meetings, their registration, records, documentations, and assessment of teaching-learning process, examinations, tests, attendance etc.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="#">NIL</a>

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college always adheres to the directives and recommendations of the University of Kalyani. That is why the academic calendar and routine are based on the varsity's one. Knowing that the Internal Evaluation is an integral part of students' teaching-learning process, departments make their own calendars allotting evaluation period. There is a continuous assessment process of the students at the end of every semester. University rules and regulations are strictly applied in the final internal assessment time and the obtained marks of the students are added to the university Final examination that is reflecting in their Results. Unfortunately there happened to be locked down during the COVID-19 period in the current academic calendar and all academic as well administrative tasks were hampered but carried out online and offline up to certain extent. Online platforms were used to conduct the Internal Assessment Examination for 2021-22 session.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="#">NIL</a>

<p><b>1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University</b></p>	<p><b>D. Any 1 of the above</b></p>								
<table border="1"> <thead> <tr> <th data-bbox="86 658 529 712">File Description</th> <th data-bbox="529 658 1436 712">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 712 529 898">Details of participation of teachers in various bodies/activities provided as a response to the metric</td> <td data-bbox="529 712 1436 898" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 898 529 956">Any additional information</td> <td data-bbox="529 898 1436 956" style="text-align: center;"><b>No File Uploaded</b></td> </tr> </tbody> </table>	File Description	Documents	Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>	Any additional information	<b>No File Uploaded</b>			
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Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>								
Any additional information	<b>No File Uploaded</b>								
<p><b>1.2 - Academic Flexibility</b></p>									
<p><b>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b></p>									
<p><b>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</b></p>									
<p><b>9</b></p>									
<table border="1"> <thead> <tr> <th data-bbox="86 1303 529 1357">File Description</th> <th data-bbox="529 1303 1436 1357">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1357 529 1435">Any additional information</td> <td data-bbox="529 1357 1436 1435" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="86 1435 529 1536">Minutes of relevant Academic Council/ BOS meetings</td> <td data-bbox="529 1435 1436 1536" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="86 1536 529 1639">Institutional data in prescribed format (Data Template)</td> <td data-bbox="529 1536 1436 1639" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Any additional information	<b>No File Uploaded</b>	Minutes of relevant Academic Council/ BOS meetings	<b>No File Uploaded</b>	Institutional data in prescribed format (Data Template)	<a href="#">View File</a>	
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Any additional information	<b>No File Uploaded</b>								
Minutes of relevant Academic Council/ BOS meetings	<b>No File Uploaded</b>								
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>								
<p><b>1.2.2 - Number of Add on /Certificate programs offered during the year</b></p>									
<p><b>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</b></p>									
<p><b>15</b></p>									

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

1584

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

970

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

#### 1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Since the college is affiliated to the University of Kalyani, it follows varsity designed curriculum for the students of under graduation. Institution integrates crosscutting issues like Applied Ethics and Values, Gender sensitivity, Human Values, Environment and Sustainable Development to the curriculum for them in order to infuse their values and need in the minds and spirits of the students. Our NSS unit had organized many programmes uplifting such issues and their understanding in our lives. There is no discrimination among students with regard to their gender, class, religion, region etc. As the college organized such values in the curriculum, unfortunately the COVID-19 pandemic disturbed its smooth functioning of academic year 2021-22 with lockdown and physical distance maintenance. As a result the college was forced to adopt blended mode teaching-learning process of academics. Virtual mode was only important ways to observe the important days except a few physical observances. The IQAC of the college had

striven to organize webinars on the above mentioned issues.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

1

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

1

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

<b>1.4 - Feedback System</b>	
<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>D. Any 1 of the above</b>
<b>File Description</b>	<b>Documents</b>
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<b>No File Uploaded</b>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>C. Feedback collected and analyzed</b>
<b>File Description</b>	<b>Documents</b>
Upload any additional information	<b>No File Uploaded</b>
URL for feedback report	<a href="#">NIL</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of sanctioned seats during the year</b>	
<b>3270</b>	
<b>File Description</b>	<b>Documents</b>
Any additional information	<b>No File Uploaded</b>
Institutional data in prescribed format	<a href="#">View File</a>
<b>2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)</b>	



**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

237

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**2.2 - Catering to Student Diversity**

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The college practices categorization of the students on account of their learning outcomes and class tests during every academic year. There were three types of students such as advanced learners, mediocre and slow learners. Academic journey of the session begins with the orientation programme especially meant for the freshers at the college. At the beginning of the orientation, the students are introduced to the system of programme, its scope, professional arena, and benefits of subjects being offered by the departments. But for this academic year orientation programme and classes were conducted online because of COVID-19 pandemic up to 15th November, 2021. Then the college got reopened on the following day and the extra classes were conducted for the slow learners and also for those having poor academic background at the departmental level. Advanced learners were considered those who obtained high marks in the class tests and university level examinations, mediocre students were those who obtained marks between the lower and higher percentage of marks. Slow learners were provided with learning materials like hard and soft copies, PowerPoint presentations, videos etc in the time of their needs.

File Description	Documents
Link for additional Information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

**2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)**

Number of Students	Number of Teachers
3752	12

File Description	Documents
Any additional information	No File Uploaded

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

A student-centric teaching-learning process is the centre stage of IQAC. Even though the college could not conduct regular classes offline due to COVID-19 pandemic; it resorted to online mode of teaching-learning process for which different WhatsApp groups had been formed subject-wise and ran centrally by the college. Besides the online classes, the students were provided with soft copies of learning materials, and some of the departments uploaded their e-learning modules in the college website. However the college got reopened on 16th November 2021 and offline classes began with full capacity. In the academic year 2021-22, the college organized seminars and workshops on the issues related to Progress of Muslim Education, Evolution of Mansabdari System, Role of Women in Indian Freedom Movement, Technology and Stress - A Dynamic Relationship, Effective Use of ICT in Learning-Teaching Process, Personality Development and Mental Health Awareness of Students, Arabic Literature, Importance of Arabic, etc. Moreover, the college organized faculty exchange programmes with different colleges during 2021-22.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	<a href="#">NIL</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The college always strives to employ the extensive use of ICT enable tools for the effective teaching-learning process, hence the faculty members to resort to the preparation of their slides and other tools in the classes, lectures, and seminars. For this purpose the college set up and provided 2 ICT-enabled classrooms and 2 Master Seminar Halls. The students are further given all those soft copies. When the COVID-19 pandemic broke out and the nation got locked down, the college organized its teaching-learning process online using Google Meet and Zoom platforms and

the different WhatsApp groups were used for the purpose of information and e-contents delivery. However these platforms were operational even after the reopening of the college. The college also supplies a high-speed Wi-Fi connectivity at the speed of 120 Mbps for the teachers, students and Office staffs. The library of the college uses ICT-enabled tools for issuance of the books, providence of college data, books, reference etc. There is also a reading room adjacent to the library having the provision for OPAC (Online Public Access Catalogue) and browsing facilities.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://jrm.org.in/doc/ICT%20ENABLED%20CLAS_SROOM.pdf">http://jrm.org.in/doc/ICT%20ENABLED%20CLAS_SROOM.pdf</a>

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

0

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

#### 2.4.1 - Number of full time teachers against sanctioned posts during the year

12

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

#### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

##### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

1

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

#### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

##### 2.4.3.1 - Total experience of full-time teachers

12

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

#### 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Internal Assessment is regularly conducted as per the provision of the University of Kalyani and following the CBCS format. 15 marks is allotted for this, out of which 5 marks is reserved for the attendance and the remaining 10 is meant for the assessment examination. For this academic year 2021-22, the IQAC plays a major role; consults the academic sub-committee and sets internal assignment papers for each subject. Then comes the tasks of departmental heads who promulgate this decision with regard to the exercise of the evaluation process i.e. setting up of question papers, last date of submission of them, and answer scripts evaluation by the departmental teachers. Two internal assessments were done for each semester through blended mode. Students were asked to download assignment question papers from the college website, and were asked to submit soft copies of their answer scripts through their respective pre-assigned emails. The heads were given the tasks of coordinators cum moderators to conduct internal assessment examination. The TIC of the college kept up a close liaison with all the faculties and non-teaching staffs to carry out procedure of internal exams. During the pandemic, the college used digital platforms for circulation of all notice.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="#">NIL</a>

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Internal assessment is an integral part of students' lives especially in their learning process. Since the college is complied to the CBCS system, 15 marks is assigned for the Internal Assessment of which 10 marks for assignment submission and 5 marks for the attendance of blended mode of classes. Before the beginning of the assessment, the IQAC conducts procedural tasks with the heads of the department and uploads the assignment question papers on the college website and notices to the students to download before the examination and asks them to submit in their respective departmental emails before the pre-assigned last date (within 2 weeks). In this juncture, if any unwanted happenings occurred on the side of the students or the college on mode of examination, marks, etc are to be addressed and sorted out only through their grievances redressal cell. Fortunately no such complaint had occurred during the academic year 2021-22.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="#">NIL</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

During the academic year 2021-22, the college offered a total of 8 Under Graduate Honours Programmes as well as 8 Under Graduate General Programmes. The college is affiliated to the University of Kalyani and the syllabi of all programmes are framed by the varsity itself at the Board of Studies (BoSs) meetings of the respective subjects. Teachers of the affiliated colleges, as the members of the BoSs, express their views at the meeting to formulate the syllabus. All teachers are aware of the Programme Outcomes and Course Outcomes. In case for the students, an orientation programme is conducted usually by the college before the beginning of the academic calendar, where students are informed about the Programme Outcomes and Course Outcomes but this year 2021-22 they were informed during their online classes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="#">NIL</a>
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

A basic understanding of a course simply denotes a subject with certain amount of credits under a particular programme. When the course study is completed, the respective departments take their internal assessments and analyze their outcomes. Furthermore the results of university final examination are evaluated and positive suggestions are sought to lead the students into either directions i.e. pursuance of higher studies or professional avenues. The IQAC and the academic sub-committee appraise the results of the students at the end of every semester. The obtainment of PSOs is evaluated as per the provisions of mechanism adopted for POs.

Apart from this, the results of students are mainly examined by the departmental teachers through the developmental parameters of India and West Bengal.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="#">NIL</a>

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

673

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="#">NIL</a>

### 2.7 - Student Satisfaction Survey

#### 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

[https://jrm.org.in/student\\_feed.html](https://jrm.org.in/student_feed.html)

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

##### 3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

###### 3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

#### 3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	<a href="#">NIL</a>

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

10

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards



**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

1

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

**3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year****3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

10

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.3 - Extension Activities****3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year**

In order to realize a holistic development and to sensitize our students on the social issues, the college organized both offline and online; and carried out some extensive activities around the village communities of our college during the academic year 2021-22. After the course of COVID-19 lockdown, our NSS volunteers organized and carried out some extension activities in our neighborhood community like National Voter Awareness Camp, Healthy Diet, Self Defence, Entrepreneurial Motivational Camp, and Special Camp to visit to Jalangi River etc in order to sensitize our students to the social issues for their holistic development. A large number of NSS volunteers comprising from all the departments had actively participated in all these activities.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

### 3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

#### 3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

### 3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year

#### 3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

6

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

### 3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

#### 3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/

**NCC/ Red Cross/ YRC etc., during the year**

6

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.4 - Collaboration****3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

**3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year****3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year**

12

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The College campus is spread over 1.11 acres. It has own 2 buildings. It has a good green environment with a flower garden with few trees.

**Learning space**

**Classrooms - 41**

**Classrooms with ICT facilities - 2**

**Seminar Halls with ICT facilities - 2**

**Office room - 8**

**Total no. of computers - 37**

**Library - 1**

**Reading Room - 1**

**Girls Common Room - 2**

**Reprography - 2**

**Water Purifier - 8**

**Central inbuilt Fire Extinguisher - 1**

**Inverter - 11**

**Generator- 1**

**PHE Water Tank (2000 Ltr.) - 1**

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="#">NIL</a>

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Our college is equipped with different facilities to carry out different activities such as cultural events, sports, games (both indoor and outdoor), etc. The college strictly follows the government orders and directives, and is obliged to observe various programs and commemoration days like Independence Day, International Women's Day, Republic Day, International Mother Language Day, etc in the classrooms or seminar hall or within the college campus. There have been various cultural, social, and health related awareness programmes being organized by the NSS unit of the College, students, and external organizations who have ties with us. The lawn of the college is used for relaxation and organization of sudden programs. Students are also provided carom board, chess, etc for indoor games and the playground of Amtala High School (by the side of college) is used at ease for the purpose outdoor games or organization of big events like nobin boron.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="#">NIL</a>

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**

4

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

4

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="#">NIL</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)****4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)****538263**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<b>No File Uploaded</b>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)****Library has very advance system with LMS 5.5 software.**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="#">NIL</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources****E. None of the above**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)****116375**

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)****4.2.4.1 - Number of teachers and students using library per day over last one year****16**

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

**4.3 - IT Infrastructure****4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The students of the college are utilizing computer in library with internet facility. We have large green campus with a wifi tower for the students to access free internet for their studies.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="#">NIL</a>

**4.3.2 - Number of Computers****37**

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1801126

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Since our college is government aided general degree Arts College, it does not have science based laboratories but possesses physical, academic and support facilities like library, computers, classrooms, common rooms, canteen, washrooms, auditorium, etc and utilizes and maintains them through an established systems and procedures. First of all, to clean up the whole campus, a sweeper is engaged by the college, and for beautification and greenery of



campus, a gardener is appointed. The departments in their need demand the college authority with the requisitions and the Principal considers them and sends to the finance committee for feasibility study. In order to maintain the ICT items and equipments like computers, laptops, projectors, CCTV cameras, etc, the college appoints technical experts from outside for the purpose following the strict norms and regulations and also the college appointed an electrician to look after the electrical functioning and the plumbing works as well. The college website design and automation are maintained by the government recognized authorized developer - Aidni Infotech. Moreover library and classrooms are arranged scientifically with their resources. There are 24x7 gate keepers and security arrangements done by the institution.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="#">NIL</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

3449

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

C. 2 of the above

File Description	Documents
Link to institutional website	<a href="#">NIL</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

0

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b>	<b>E. None of the above</b>
---	-----------------------------

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

<b>5.2.2 - Number of students progressing to higher education during the year</b>	
<b>5.2.2.1 - Number of outgoing student progression to higher education</b>	
6	
File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>
<b>5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)</b>	
<b>5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year</b>	
0	
File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
<b>5.3 - Student Participation and Activities</b>	
<b>5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year</b>	
<b>5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.</b>	
0	

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

The college usually facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities only through the post of General Secretary (students' representative) as an active member of the Governing Body of the college and plays an important role to represent the views of the students as general. However interested students of the college extensively participate in the organization of various types of co-curricular and extracurricular activities under the leadership of our NSS unit.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

#### 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Unfortunately our college did not have a formally registered Alumni Association. But informally there are many ex-students who come to college on the occasions of celebrations of important days, express their views and extend their helping hands for the events. However the college is on the process to get registered our Alumni Association in the near future for which some kinds of meetings were to be arranged.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

When our college was established, the founding fathers had a very unique type of vision and mission in their minds. They wanted to uplift and transform Women's education and bring up the human resources by giving higher education to the rural peasant communities, especially those are from backward academic background. As the institution is governed by the principles of vision and mission of the founding fathers, and being the highest authority of the college - the Governing Body, who together actively participate in the decision-making process keeping the objectives of the college in mind. Moreover, the college offers post-graduation facilities through the open and distance learning wings under Netaji Subhas Open University (NSOU) and the Directorate of Open and Distance Learning (DODL) of the University of Kalyani. The college has a NSS unit that organizes various social activities/ programmes such that to aware the students on the social issues. To support the poor students financially, the college makes sure of the reception of various kinds of scholarships to the students like Kanyashree, Swami Vivekananda Scholarship, etc. Even during the COVID19 lockdown, college did not deviate from its vision and mission, rather conducted online and offline mode of service to the students.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The college practices its effective leadership in diverse ways by way of decentralization and participative management. The college is managed by the Governing Body that include teaching and non-teaching staffs, other external members, and students representatives on the basis of rules and regulations of the state government and other central agencies. In order to realize the vision and mission of the founding fathers, the college authority established several sub-committees with provision of power to exercise for smooth functioning of the teaching-learning process of the college. For example, the formation of the Library sub-committee includes the Principal as the chairperson, one coordinator, heads of all departments, librarian, and other faculty members. The library purchase cases are decided at the meeting of the Library sub-committee only after the feedback and

recommendations of all departments.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional strategies and the perspective plans are effectively deployed during the COVID19 pandemic when the nation got locked down. The college authority adopted online teaching-learning process through the use of platforms such Google Meet, Zoom etc. The teachers were leaned to adopt virtual mode of teaching like the above mentioned platforms. Teachers and students were all acquainted with this version of teaching-learning process. The following are the facilities that were employed:

1. Facility to use a whiteboard by the students and the teachers.
2. Scheduled classes were rescheduled and notified to the students according to the convenience of teachers and learners.
3. To support the students in their studies the faculty members easily upload study materials in their platforms.
4. Teachers easily and quickly share their PowerPoint, audio-video clips, word file, pdf etc.

Teachers and the students were both beneficial through online portal for the smooth functioning of the teaching-learning process.

The college library provided with web links, portals, and channels to the students for browsing their study materials.

Our college had observed several commemorating days online and various awareness programmes being organized by the NSS unit of the college with the objective of holistic development of the students.



File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The effective and efficient functioning of the college is clearly visible through their policies, administrative setup, appointment and service rules, etc. The college, with many active bodies and sub-committees, executes its plans and policies properly.

The Governing Body, as per the Deed Agreement of the College, is the highest decision-making body that has been duly represented by the teaching non-teaching staffs, external members, students' representative etc. The president of the GB is the representative of the Nowda MLA and the Principal is the Ex-officio secretary of the GB.

Administrative Setup is led by the Finance sub-committee that takes all important financial decisions subject to the approval of the GB of college. The Principal is authorized to maintain daily activities and happenings of the college. Moreover the secretaries and coordinators of different committees help the Principal to run the college smoothly. They all execute their plans and programs set up by competent authority on timely basis to enhance the quality and ability of the administration.

Service rules, procedures, recruitment and promotional policies of the staff are rightly guided by the Government Orders, UGC, University of Kalyani, and Higher Education Department of the Government of West Bengal on timely basis.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Link to Organogram of the Institution webpage	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

Our college is always vigilant in enhancing the quality of our faculty and non-teaching staff. Therefore it takes up some measures for their welfare like Provident Fund, Death cum retirement benefits, GSLI, refundable relief fund for the new employees, and fund loan to meet the urgent need from the Employees Credit Cooperative Society Ltd.

There is also a provision of a festival Bonus and advances to all eligible non-teaching staffs. Permanent non-teaching staffs also avail the facilities like Provident Fund, GSLI, fund from Employees Credit Co-operative Society Ltd. In case of the wards of non-teaching staffs are given a free admission to pursue their under graduate programmes.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

**6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**

**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

#### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

4

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

In our institution, there has been an Internal Performance Appraisal System for the teaching and non-teaching staff. Performance of all teachers and non-teaching staffs are evaluated the IQAC of the college. Moreover the Teachers' Council also

evaluates the academic performance of the teaching staffs. There is also a practice of the office of the Principal to call for meetings with the heads of the departments in order to discuss and evaluated the performance of all teachers and arranges programmes for their skill enhancements. Teachers are constantly evaluated from their academic performances. Students are also given opportunity to evaluate the performance of the teachers through their feedback system. And the Teacher in-charge evaluates the performance of the non-teaching staff from time to time. Our TIC monitors overall performance of staff through a system of dynamic and sustainable process.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

#### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college is bound by the rules and regulations of the Government of West Bengal with respect to all the expenditure of the institution. Hence the college conducts external financial audits regularly. In the case of internal audit, all expenditures are scrutinized and recorded by the office, the Bursar, then finally verified by the Principal. Statutory audits are conducted in the college by a competent auditor, appointed by the Higher Education Department of the Government of West Bengal. Such audit had been completed up to the financial year 2019-20. And for the financial years 2020-21 and 2021-22 the statutory auditor had been assigned but it could not execute due to the COVID-19 lock down and got extended even after the reopening of the college but it is currently on the process of execution.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

#### 6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers

**during the year (not covered in Criterion III)****6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

**6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources**

The Finance Committee of our college takes all the decisions related to mobilizations of funds and their optimal usages with its strategies, policies and decisions that are approved by the Governing Body of the college. The college has the responsibility to procure funds and resources through its framed policies regularly and utilizes in the best possible and optimal fashion. The way the Governing Body frames policies, income over expenditure is invested on timely basis in order to maintain the budgetary expenditures strictly. The college has the prime sources of funds from the grants of the Government of West Bengal, collections from the students, interest on savings accounts and fixed deposits, other miscellaneous collections from the sales of some expired items or scrabs, and donations from the well-wishers. Before the beginning of the academic year, the finance committee prepares a budget before hand subject to the approval of the Governing Body of the college. Any kind of purchases are done through and only through the invitation of quotations or tenders.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

**6.5 - Internal Quality Assurance System**

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing

the quality assurance strategies and processes

Strategies and processes of the IQAC of our college had been institutionalized significantly during the nation's lock down due to COVID-19 and after re-opening of the college during the academic year 2021-22. The following are two important contributions:

1. IQAC always wants to ensure the holistic development of our students, so several WhatsApp Groups were made to give study materials, class notes, slides etc. Teachers were also motivated to take initiatives for online classes, participate and present their papers in webinars of national and international repute.
  
1. The IQAC organized several seminars and inter-departmental lectures with Special Invitee lectures in college made possible through its Memorandum of Understanding with the different colleges. Keeping in mind all kinds of negative effects of long term lockdown, IQAC based the themes of the seminars and workshops on the vision and mission of the founding fathers of the college. In other words, IQAC wanted to channelize the students to that direction. Notable topics of seminars were - Judicial Activism, Technology and Stress - A Dynamic Relationship, Progress of Muslim Education, Role of Women in Indian Freedom Movement, Arabic Literature, Importance of Arabic, Evolution of Mansabdari System, etc.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The COVID-19 lock down hit the academic functioning of the college hard but with determined minds of the IQAC teaching-learning process went on to continue. During the lock down period classes, assessments, examinations etc were entirely shifted to online mode/ blended mode and other important observances as well. To engage during this period, teachers were motivated to participate and present their papers in webinars or seminars. After the re-

opening of the college from lock down, IQAC urged and motivated out teachers and students to stick to the core values of humanity and service to the society as possible. The volunteers of NSS through its extension activities organized and carried out Special camp to visit to Jalangi river, conducted motivational camp like entrepreneurship, health conscious issue like Healthy Diet, and security issue like Self Defence programs. All these academic events were kept recorded and feedback from the students was analyzed and appropriate steps had been taken by the IQAC.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	<a href="#">NIL</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Though the vision and mission of the founding fathers of the



college is to uplift the women's education, at present the authority does not make any kind of discrimination in every aspects of its functioning to male students. Rather the college endorses the idea of gender equity in terms of admission policy, strictly follows the guidelines, norms, and regulations of the Central Government and also the Government of West Bengal. The college authority strictly follows the merit list for admission and all students are treated equally well by the teaching and non-teaching staffs. College endeavours to promote a society that recognizes and respects every individual's rights, choices, and focuses on such programmes, educational campaigns, and policy reforms. Fortunately, the college has not received any kind of complaint regarding gender issues.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Our college always strives to employ various methods of managing the degradable and non-degradable waste with three Rs, namely, Reduce, Recycle and Reuse.

- **Solid Waste Management:**

College has put up different colored bins in all over the campus to collect degradable and non-degradable solid waste. Workers of the college collect them every day and put them in the respective pits for recycling purpose.

- **Liquid Waste Management:**

There have been efficient drainage systems from the sources of lavatories, canteen, and kitchen of teachers to ensure a proper disposal of liquid waste to safety tanks. College regularly checks them their functioning.

- **Biomedical Waste Management:**

Since our college is established for arts stream programmes, biomedical waste have no chance to exist and the college for that purpose does not have any such kind of arrangements.

- **E-waste Management:**

Whatever e-waste are generated from the office are kept up at one room for sales, but the reusable items are repaired, maintained and utilized as far as possible.

- **Hazardous Chemicals and Radioactive Waste Management:**

Strictly speaking, hazardous chemicals and radioactive items are not used in the college. But the containers of the phenyl, floor cleaners, toilet cleaning liquid etc are kept in outside room for the sales.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">NIL</a>
Any other relevant information	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction**

E. None of the above

<b>of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	
File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded
<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <ol style="list-style-type: none"> <li>1. Restricted entry of automobiles</li> <li>2. Use of Bicycles/ Battery powered vehicles</li> <li>3. Pedestrian Friendly pathways</li> <li>4. Ban on use of Plastic</li> <li>5. Landscaping with trees and plants</li> </ol>	B. Any 3 of the above
File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b>	E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**

**5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Establishing an inclusive atmosphere where teaching-learning process takes place, Jatindra Rajendra Mahavidyalaya practices the idea of tolerance and peace in terms of culture, region, language, religion, community, socio-economic status and other diversities. No one fosters any kind of prejudice related to the above

mentioned aspects. Teachers adhere to the principle of equal opportunity and ensure respect and dignity of students within the classrooms or outside. Because our students come from different parts of the district of Murshidabad belong to rural, poor and diverse background. To ensure social harmony among all stakeholders, the college established a JRM HARMONY FOUNDATION through which different clerics from different religious sects come together in the college to strengthen our principles - "Unity and Strength in Diversity", "Our Diversity, Our Strength", "God meets in humanity", and the like. JRM Harmony Foundation conducts programmes in collaboration with Cultural Committee of the college and celebrates Hindu festivals, Islamic festivals, Buddhist festivals, Christmas etc. During this academic year 2021-22 after the lock down, we celebrated "Eid Sammilani" on 5th May, 2022.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Jatindra Rajendra Mahavidyalaya ensures everyone including students and employees to be aware of their duties and responsibilities as Indian citizens to uphold their constitutional obligations. College strives to achieve these values and creates a culture of respect and tolerance with the organization of extra-curricular activities such as celebration of national days. These events collectively contribute a sense of pride in us, promote social harmony among us, and realize ideals of founding fathers of our nation. Being an academic institute, the college focuses on sensitizing our students to become mature and responsible citizens by giving those courses like ethics, applied ethics, governance, sustainable development, spirituality, etc. NSS unit of our college is active in every aspect with their programmes that promotes constitutional obligations.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

E. None of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Jatindra Rajendra Mahavidyalaya celebrates and organizes a wide range of national and international commemorative days, events and festivals. These programmes not only generate pride and honour in us but also foster a sense of unity, diversity, belongingness, and social awareness among students and faculty members. In this academic year 2021-22, we celebrated Independence Day (15th August) with the NSS volunteers and some students keeping in mind then ongoing lock down and distance management. After the re-opening of the college, we had celebrated Republic Day (26th January) to aware ourselves about the values of free nation and

power of constitution; International Mother Language Day (21st February, 2022) to commemorate importance of Bengali language; 23rd February, 2022 was Sports Day; and on 3rd March, 2022 we organized "Nobin Boron" to make the newly admitted students feel at home; and our students also participated in Swatch Bharat Abhiyan (4th March, 2022) to uphold and practice sustainability in Berhampore College. All the students and faculty members actively participated in all these events and celebrations with full honour and pride. Furthermore, our college extends its joy with celebration of festivals like Eid, Durgapuja, Christmas, Buddhpurnima etc through JRM Harmony Foundation.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

### 1. ENVIRONMENT CARE:

**Objectives of Practising Environment Care:**

Knowing the environmental concerns, our students visited Jalangi River to study changes and conditions of biodiversity. We made our campus completely green, appointed a gardener for 24x7 service.

**The Context:**

The IQAC wants to our nation and society safe and sustainable as per the Brundtland Commission's Report "Our Common Future" (1987).

**The Practice:** Nature, Environment, and Campus Development Cell deals with the environmental issues and challenges.

**Evidence of Success:** To sensitize all, IQAC organizes seminars, workshops, programmes on environmental issues.

**1. SOCIAL CARE:****Objectives of Social Care:**

The social care of JRM includes gender equality, emotional support, and counselling to ensure gender equity to all students.

**The Context:**

Society faces serious social problems such as peace, safety, and security. So all must feel at home within the college campus.

**The Practice:**

Following Committees and Cells deal with social care viz. Women's Cell, SC/ST/OBC/Minorities Cell, Students' Welfare Committee, Counselling Cell, Grievance Redressal Cell, Discipline and Anti-Ragging Sub-Committee etc.

**Evidence of Success:**

College regularly organizes seminars, workshops and programmes such issues and serves CCTV surveillance 24x7, security and gate keeping.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

**7.3 - Institutional Distinctiveness**

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Jatindra Rajendra Mahavidyalaya is committed to the India's legacy of plurality and diversity and initiates with its JRM HARMONY FOUNDATION to bridge inclusiveness in social, political and cultural environment of locality throughout the year. Our college holds a great cultural significance to the entire community and being a centre of culture. Apart from strict academic and curricular activities, our college organizes a number of cultural events such as birth anniversaries of great personalities, International Mother Language Day, Annual Cultural Fest, Folk Fest, Indian Independence Day and Indian Republic Day are observed



with pomp and fervour through different cultural programmes. The chief motto of all these events is to make the students aware and proud of our rich cultural heritage. A unique step we have taken in recent times was to form the above-mentioned body with five local moulavi and five purohit and are occasionally invited to the college programme together to spread the message of religious harmony and national integrity. We often seek their collaboration in fighting the some of the deadly social evils like dowry, early marriages, drug addiction, suicidal tendency etc. For such social awareness, we hold rallies, processions and street corners in our locality.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

#### Future Plan:

1. Upgradation of College Websites to make it more user friendly;
2. To take initiative for making proper arrangements for ICT class rooms and seminar hall;
3. To initiate more Value Added/ Add-on courses to motivate them for higher studies.
4. To organize various seminars for the academic development of the students and faculty members also;
5. Initiating MoU signing with various colleges.
6. To organize career counselling programs/workshops and provide guidance for competitive exams and business start-ups.