



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1. Name of the Institution

KHATRA ADIBASI MAHAVIDYALAYA

- Name of the Head of the institution

DR. NITYANANDA PATRA

- Designation

PRINCIPAL

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

8900057220

- Mobile No:

9474144885

- Registered e-mail

khatraacollege@gmail.com

- Alternate e-mail

iqac@kamv.ac.in

- Address

**P.O.: Khatra, District: Bankura,
Pin: 722140. West Bengal, India**

- City/Town

Khatra

- State/UT

West Bengal

- Pin Code

722140

2. Institutional status

- Affiliated / Constitution Colleges

Affiliated

- Type of Institution

Co-education

- Location

Rural

- Financial Status **Grants-in aid**
- Name of the Affiliating University **BANKURA UNIVERSITY**
- Name of the IQAC Coordinator **DR. ARINDAM CHAKRABARTI**
- Phone No. **9051051243**
- Alternate phone No. **03243255242**
- Mobile **8910313652**
- IQAC e-mail address **iqac@kamv.ac.in**
- Alternate e-mail address **khatraacollege@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<http://www.kamv.ac.in/aqar.php>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

http://www.kamv.ac.in/academic_calendar.php

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C+	60.50	2007	31/03/2007	30/03/2012
Cycle 2	B+	2.54	2016	05/11/2016	04/11/2021
Cycle 3	B	2.17	2024	21/11/2024	20/11/2029

6. Date of Establishment of IQAC

02/02/2008

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
Nil	Nil	Nil	Nil	Nil

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of

[View File](#)

IQAC

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)

Conducted Departmental Academic Audit and Administrative Audits to ensure the quality of academic and administrative processes

Executed a Student Satisfactory Survey to gather feedback on the academic experience.

IQAC successfully conducted the Mentor-Mentee System, contributing to improved academic evaluation and ensuring better student-teacher interaction within the institution.

The IQAC successfully submitted requisite documents for ensuring the NAAC Peer Team visit for the 3rd cycle.

IQAC ensured that all faculty members have completed NEP Orientation programme/ requisite OP & RC, and submit proposal for seminar grant to ICSSR.

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
Create separate individual departmental cubicles/space to enhance departmental functionality.	Departmental cubicles and spaces provided for improving organizational efficiency and faculty work environment for

	lesson preparation and research activities.
Establish a well-equipped computer lab for improved learning and research opportunities.	A fully operational computer lab established, benefiting students with modern technology and resources.
Install a digital notice display in the form of an LED panel for better communication and information dissemination.	Digital notice display installed, leading to quicker and eco-friendly communication.
Implement QR tagging for all trees within the campus to promote environmental awareness and support biodiversity studies.	QR tags placed on all campus trees, fostering awareness and facilitating research on local biodiversity.
Submit comprehensive data for NIRF rankings to ensure institutional visibility.	Successfully submitted NIRF data, contributing to the institution's national ranking and recognition.
Send seminar proposals to ICPR (Indian Council of Philosophical Research) and ICSSR (Indian Council of Social Science Research) for seminar grants.	Seminar proposals submitted to ICPR and ICSSR, reflecting the institution's commitment to academic enrichment.
Prepare and publish an academic calendar to streamline academic activities throughout the year.	Academic calendar implemented, ensuring systematic execution of academic and extracurricular activities.
Develop detailed lesson plans to ensure structured and effective teaching.	Lesson plans prepared, executed effectively, enhancing teaching quality and learning outcomes.
Introduce add-on courses to provide students with additional skill-building opportunities.	Several add-on courses introduced, offering students opportunities for skill development and career readiness.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	08/01/2025

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

1.Name of the Institution	KHATRA ADIBASI MAHAVIDYALAYA
• Name of the Head of the institution	DR. NITYANANDA PATRA
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	8900057220
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• Registered e-mail	khatraacollege@gmail.com
• Alternate e-mail	iqac@kamv.ac.in
• Address	P.O.: Khatra, District: Bankura, Pin: 722140. West Bengal, India
• City/Town	Khatra
• State/UT	West Bengal
• Pin Code	722140
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<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Governing Body	08/01/2025

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-2023	25/01/2024

15. Multidisciplinary / interdisciplinary

Our affiliating University has implemented NEP from the 2023-2024 session and it has framed its syllabus accordingly inculcating holistic and multidisciplinary education with the freedom and flexibility for students to shape their studies by opting for courses of their choice across disciplines, including the chosen major and minor. As an affiliated college, our course structure and the content for pedagogy are designed by the parent university as per the UGC guidelines. Our college has included multidisciplinary subjects that foster the all-round development of the students. For example, multi-disciplinary courses like "Literature and Environment" and value-added courses like "Health and Wellness" and "Understanding India" are included to sensitize students from other disciplines to contemporary crises of climate and environmental degradation from a multidisciplinary perspective. To cultivate in students from other disciplines an interest in diverse literature as a vehicle for projecting and forming societies and their movements for change, multidisciplinary courses like Comparative Literature have been introduced.

16. Academic bank of credits (ABC):

One of the provisions of the National Education Policy 2020 (NEP 2020) is the introduction of the Academic Bank of Credit (ABC). ABC will allow students of undergraduate and postgraduate degree courses to exit the course and enter within a stipulated period. NEP has been implemented at the first-year UG level by the affiliating university from the current year. ABC ID has been successfully opened by all-year students of the UG level of the college as per the instructions of the university.

17. Skill development:

The History Department has organised on 21st and 22nd April, 2024 two day skill based workshop on Chhou Dance, Jhumur song, Mime, Puppetry and Scroll Painting which will enable students to learn

the art, perform and earn through this artistry. The Career Counselling Cell has organised the following skill based activities to generate employability for students: 1. 120 students participated in "Career Talk Programme" by District Employment Exchange organised on 24.11.2023. 2. 78 students participated in Discover the Career Opportunities in Govt. Sectors: Awareness Programme by RICE Education organised on 16.04.2024.

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

At present, the college ensures appropriate integration of the Indian knowledge system by offering MIL (Modern Indian Languages) and core courses as per the CBCS scheme set up by the parent university. Languages like English, Bengali, Sanskrit, and Santali are offered to students as core subjects along with generic electives. Subjects like Political science and history are also offered to induce a sense of national integration, love for indigenous art, culture, and civic sense among the student community. Philosophy develops basic concepts of Indian philosophical thought among the students. During the COVID-19 pandemic, these courses were offered through online mode. The college has adequate infrastructural facilities to offer these courses through online mode whenever the need arises.

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

Our college offers a Bachelor's degree in Science, Arts, and Commerce. After the completion of the course, students will develop (i) clear thinking about the basic concepts of the subjects that they opt. Besides, studying the opted subjects for three years develop the power of critical thinking and logical understanding of the subjects. (ii) necessary knowledge base among the students that empowers them to appear in the competitive exams in the future. (iii) the attitude to face real-life problems and solve them. (iv) scientific temperament among the science students. (v) the power of decision-making regarding career choice in the future. (vi) the basic ideas of finance and commerce among the B. Com students which they can use for doing business in the future.

20.Distance education/online education:

Our college plans to start courses in distance mode as per the guidelines of NEP 2020 for the benefit of students residing in remote villages. As per the guidelines of UGC, NAAC the said college follows all the possible forms of modes of online education in teaching, learning, evaluation, research & other

related communication in administrative and academic fields. Besides the effective use of smart digital boards, classrooms, stakeholders of the said college regularly attend on line conferences, workshops, seminars, symposia, orientation, short term courses, Ph.D. In this way online education is being preached in practice in the said college for the convenience and progress of the bonafide students and other stakeholders as well.

Extended Profile

1.Programme

1.1	725
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	3089
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	1287
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	349
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	49
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	50
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	29
Total number of Classrooms and Seminar halls	
4.2	126.87558
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	31
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>The College strictly follows the CBCS syllabus prescribed by Bankura University. Prior to the beginning of an academic session, the routine sub-committee along with the departmental heads frame the routine, which is circulated via the Website and notice board display. Syllabus distribution in each semester is done in the departmental meetings. After one month of teaching, departmental meetings are held with class representatives discussing the areas that require more focus, the attendance of students and their overall feedback. Thereafter, grievances of the students for the overall improvement of the academic ambiance of the institution</p>	

are initially tabulated and are later on addressed in the departmental meetings for possible solutions and if required are referred to the Head of the Institution for needful action. Furthermore, our teachers uploaded the learning materials in college ERP. On completion of assigned topics, teachers provided online multiple assignments to the students to evaluate their progress. Some of the Departments organized special lectures and webinars for the benefit of the students.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.khatracollegeadmission.in/student_login.aspx

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

On the basis of the curriculum guidance under the CBCS syllabus pattern, the academic calendar of the Institution is prepared by the Head of the Institution and a panel of experts comprising the senior faculty members as per the instructions and guidance provided by our affiliating University i.e., Bankura University. This academic calendar is prepared at the beginning of each semester and strategies for Continuous Internal Evaluation of every student in each department of the college are outlined here. Class tests (written), Unit tests, as well as surprise tests, are conducted on a regular basis. Emphasis is given on the percentage of attendance of the students in class and in other activities and Parent-Teacher Meets are organized to discuss the progress of each student in class, his/her attendance percentage etc. After completion of the internal examination, the Principal conducts a meeting with the HODs to discuss the student's performance and take steps for further improvement. Visits by faculty from other educational institutions and participation in intra-college sports and cultural events help in the overall development of the students. For all theoretical and practical courses, separate continuous evaluation procedures are followed.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://kamv.ac.in/academic_calendar.php

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

24

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)**44**

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**3579****1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year****3579**

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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

Gender sensitivity features in the syllabi of different departments. The ICC of the college celebrated International Women's Day along with Gender Quiz. One day Institutional level seminar was organised to mark World Consumer Rights Day. Campus Cleaning Programme to celebrate Student Week was organised. ICPR Sponsored One-day Periodical Lecture & International Seminar on "Indian Philosophy and Environment" was organised on 20th December, 2023 celebrating Indian Philosophers Day

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

10

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)	View File

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

348

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above								
<table border="1"> <thead> <tr> <th data-bbox="86 353 529 421">File Description</th> <th data-bbox="529 353 1436 421">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 421 529 524">URL for stakeholder feedback report</td> <td data-bbox="529 421 1436 524" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 524 529 743">Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)</td> <td data-bbox="529 524 1436 743" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 743 529 846">Any additional information(Upload)</td> <td data-bbox="529 743 1436 846" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	URL for stakeholder feedback report	No File Uploaded	Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File	Any additional information(Upload)	No File Uploaded	
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Any additional information(Upload)	No File Uploaded								
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website								
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URL for feedback report	https://kamv.ac.in/student_feedback.php								
TEACHING-LEARNING AND EVALUATION									
2.1 - Student Enrollment and Profile									
2.1.1 - Enrolment Number Number of students admitted during the year									
2.1.1.1 - Number of sanctioned seats during the year									
2341									
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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)									

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

577

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

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

Special initiatives are taken by the teachers to identify the advanced learners and slow learners. The meritorious students are given additional academic assignments and are encouraged to study reference books besides the textbooks so that they can improve their purview of knowledge. They are also encouraged to take part in debate and seminar presentation using PPT which will develop their presentation skills and give them the confidence to face the audience. On the other hand, the faculty members of each department take special care of the slow learners. The faculty members devote additional time to discuss those topics which the slow learners have failed to understand. They are provided with additional explanation and examples so that they can clearly understand a topic. The advanced learners are asked to help the slow learners in understanding those modules of a particular paper through discussions among themselves. Remedial classes are arranged for the slow learners so that they can overcome their difficulties and pass in the End Semester Examination. Internal Assessments and home assignments help to assess the progress of the slow learners.

File Description	Documents
Link for additional Information	https://kamv.ac.in/e_materials.php
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
3089	48

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

The college enriches education through diverse events like seminars, exhibitions, and workshops like the following:

1. Two-Day Seminar and Workshop on Chou Dance, Jhumur Song, MIME, Puppetry, and Scroll Painting

2. One-Day Seminar and Workshop on Manuscript Conservation and Preservation

3. Quiz Competition Held for Parliamentary General Election Awareness

4. Teaching Biofarming to Students by the Department of History

5. Departmental Wall- Magazine

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

All teachers of the college use ICT-based teaching techniques such as the use of a Laptop for PowerPoint Presentations, College ERP as LMS, Graphic Tablet, E-books, and E-notes. There are 3 ICT-enabled classrooms in the college and 1 Smart Classroom in the college. There is a 24x7 Wi-Fi facility in the college to enable the teachers to prepare PPTs and other online teaching learning materials. E-resources and techniques used by the teachers in the college include Teleconference Call & Google Meet platform, and Screen Sharing (Interactive). E-notes are uploaded in the college ERP and E-resources are uploaded in the college website so that

students can access them anytime even after college hours. The college has a membership of INFLIBNET (N-LIST). Teachers also send notes and materials to students through email. E-materials for the classes, as well as internal examinations, were conducted by the teachers in online mode through college ERP. During the pandemic, the college also has formulated mechanisms for online evaluation procedures.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.kamv.ac.in/e_materials.php

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

48

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

48

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

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

20

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)	View File

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

250

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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.

The college follows the directives issued by Bankura University regarding the holding of examinations. Students enrolled under the newly introduced CBCS and NEP, have to appear in an Internal Exam of 10 marks. Continuous evaluation of students through internal examinations helps to identify the weaknesses of individual students and necessary actions may be undertaken by the teachers before the end-semester examination. After evaluation of the answer scripts, students are made aware of their mistakes so that they can rectify them before the final exam. Internal Assessment examinations serve as practice sessions before the final exam. The meritorious students are motivated by the teachers to work harder for the final so that they may perform even better than the internal exam in the End Semester Exam. Internal assessment tests were conducted in online mode (as per directives of Bankura University) using college ERP. The answer scripts were collected using college ERP as well. The answer scripts were corrected and marks were uploaded in the university portal in online mode. Conducting the internal assessment tests using the college ERP helped to maintain a transparent and hassle-free examination procedure.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The Examination Sub Committee takes utmost care in maintaining transparency in case of internal examination. Students have to appear for a 10 marks internal examination for each paper as per the guidelines set by Bankura University. Students are informed about the schedule of the internal examination well ahead and the procedure of submitting the manuscripts is also well explained to the students through Notices issued by the college and displayed in the college website. Question papers for internal examination are set following the University guidelines. The faculty members evaluate the answer script and upload the marks in the University portal within the stipulated time. Separate notices are issued for Practical Examinations and are uploaded in the college website for referral of students. In case students have any grievance about the internal examination, they inform the concerned subject teacher who conveys the information to the Exam Subcommittee for proper redressal.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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.

The syllabus of each course to be taught in the college is prepared by the Board of Studies of the affiliating university (Bankura University). The syllabus of each course is available in the college website. The Head of each department of the college (HOD) calls for a departmental meeting at the beginning of each academic year regarding the distribution of syllabus to the faculty members. Each department prepares Programme Outcomes (POs), Programmes Specific Outcomes (PSOs) and Course Outcomes (COs). The college website is comprehensive and programme outcomes for every course offered in every subject is uploaded on the college website (kamv.ac.in). Details of the courses offered in the college, details of each department of the college, details of teaching staff of each department, Academic Calendar and Course and Programme Outcomes of each course are displayed in the college website. The Course Plans including the ICT enabled tools to be used in teaching are prepared by the faculty members keeping in mind the Course Outcomes and Programme Outcomes to be achieved.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://kamv.ac.in/course_outcome.php
Upload COs for all courses (exemplars from Glossary)	View File

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

Evaluation of the attainment of the Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (Cos) is an important responsibility of the college. Attainment of the Course Outcomes can be directly assessed through internal examinations and end-semester examinations. Question papers are set for the internal examination keeping in mind the Course Outcomes and how

far the Course Outcomes have been achieved can be assessed after evaluation of the answer scripts. The results of the final examinations are used to measure the attainment of POs and COs in each subject. Student-teacher interaction within the classroom as well as outside the classroom also helps to assess the attainment of Course Outcomes. Attainment of POs and COs can also be evaluated through feedback collected from students especially the End Semester students. Feedback of the teachers may also be analyzed to identify the extent of attainment of POs and COs. Successful placement of students in jobs after passing out from college can also be a yardstick for evaluating the assessment of POs and COs. Result analysis by the subject teachers can guide the teachers regarding the achievement of POs and COs.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://kamv.ac.in/course_outcome.php

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

349

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

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://kamv.ac.in/student_satisfaction_survey.php

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)	No File Uploaded
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)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil
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	
5	

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

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

5

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

8

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

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

1. Organized a Tree Plantation Programme to celebrate International Youth Day. 100 saplings were distributed to the volunteers for plantation outside the college campus. 2. Organized

a Campus Cleaning Programme to celebrate Student Week

3. Organized awareness programme and rally on Anti-Tobacco Day

File Description	Documents
Paste link for additional information	https://kamv.ac.in/nss.php
Upload any additional information	View File

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)	No File Uploaded
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

4

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

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**

367

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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**

2

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
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**

13

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

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, with a campus 24 acres, has adequate infrastructural facilities to cater to the students. There are 28 classrooms, 11 laboratories 1 seminar hall, and 1 conference hall. There are 2 classrooms with LCD facilities. Wi-Fi facilities are available on the entire campus including the classrooms. There are 2 common rooms. For differently-abled students ramps are attached to the classroom. There are 15 toilets on the college campus in total. 7 toilets are there for girls. There are 2 playgrounds in the campus. There are two Boys' Hostels and there is a State Govt. managed central Hostel for S.T. community. There is one Girls' Hostel. The library is partially automated and the ILMS software used is SOUL 2.0. There are about 33798 books, 2 Peer-reviewed journals, E-books, e-journals, reference books, CDSs and Videos present in the library. Facilities for searching edatabase from National Digital Library of India (NDL), INFLIBNET (N-LIST) are available. There is a Language Lab, a modern gymnasium, an institutional museum and a number of science laboratories in the college. There are 2 generators in the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

Our college has 2 playgrounds adjacent to the library building. Annual Sports including Marathon race are held every year headed by the Physical Education department. There are facilities for indoor games like carrom, table tennis etc. for students (boys' and girls') and for teaching and non-teaching staff. The gymnasium has many modern types of equipment for physical fitness and training of the students, teachers, and non-teaching staff. Halls, large classrooms and open spaces are used for different cultural programmes being organised by the college. Students participate in various Social and Cultural Activities. The Students' Union (Chhatra Samsad) actively helps the college authority in arranging the Social and Cultural Meets like welcoming of the freshers, celebration of Teachers' Day, Birthdays of Noble Personalities, Saraswati Puja, Bosonto Utsav, Annual Cultural Programmes. The college Magazine 'Uttaran' and Wall Magazine 'Dhanshish' from the Bengali Department are published on a regular basis.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

2

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

22

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The Central Library of Khatra Adibasi Mahavidyalaya is partially automated with the library management software as computerization is done using SOUL 2.0 software. On average 90 books are issued and 50 books are returned per day. Due to COVID pandemic situation last two years issue return rate is not so high. Recently we have created a portal of our central library though the work in the portal is still ongoing. On average 05 faculty members and 15 Students visit the library every day. There are 10 computers in the library is in active mode. Our central library is open on every working day from 10 A.M. to 5 P.M. The library has a stock of 33807 books and 05 journals subscribed for. We also have subscribed to NLIST-INFLIBNET program to be enriched with ample amount of econtents. Except for college fund our institution purchases books from different grants such as RUSA grants and different government grants. During the last three years. Recently our library has become two storied with a large area above 4500sq.ft. We have a full-time librarian, a contractual library assistant and a full-time library peon. The sitting capacity in the library room is 30.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-

D. Any 1 of the above

ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)

0.059

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)	View File

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

32

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

There are 24X7 wi-fi facilities in library, classrooms, IQAC room, office and teacher's common room. The library provides facilities

for searching e-database from National INFLIBNET (N-LIST). The college has own Enterprise Resource Planning abbreviated as ERP system embedded in the college website; which is a software-mediated integrated & unique data management system for conducting both administrative and academic processes, often in real-time. The software manages and integrates academic, administrative and financial issues. It is the platform where the students can realize the ERP infrastructure as a Learning Management System (LMS) which is highly user-friendly. During the time of pandemic all online classes, as well as internal and end-semester examinations, were held through college ERP. The college has introduced an Android version of ERP (CAM 4.0). The college has introduced the College ERP Mobile App in 2022 for further assistance to teachers and students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

33

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

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded

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)

12.11

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

Grant now has been further upgraded with the assistance recently released by Govt. of W.B. in order to facilitate Degree Science Students (General). A perfect utilization of RUSA grant can be visualized with the extension of the infrastructure and the laboratory equipment for science departments.

Library: Journal/Magazine, Daily Newspapers are subscribed to regularly in the library. Users are given awareness about digital databases like NLIST. Library subscribes many magazines related to current affairs which help students to prepare for competitive exams.

Sports: Sports equipment are purchased as and when required. Players are provided with different essential playing kits and jerseys from college. The college has two big playgrounds and a well-maintained multi-Gym.

Computer: The smart classroom is provided with laptop and projector facilities. Most of the departments are provided with laptops as well. Desktops are present in many departments which departmental teachers as well as students can access.

Classroom: Very recently the college has extended its infrastructural facilities for taking classes, holding examinations and other supportive services (such as, Geography Laboratory, Generator shed, modern toilets for Boys' and Girls' and Vehicle garage etc.)

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.kamv.ac.in/rusa.php
STUDENT SUPPORT AND PROGRESSION	
5.1 - Student Support	
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
2019	
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 benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
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)	View File

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	A. All of the above								
<table border="1"> <thead> <tr> <th data-bbox="86 441 529 506">File Description</th> <th data-bbox="529 441 1436 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 506 529 613">Link to institutional website</td> <td data-bbox="529 506 1436 613" style="text-align: center;">Nil</td> </tr> <tr> <td data-bbox="86 613 529 678">Any additional information</td> <td data-bbox="529 613 1436 678" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 678 529 824">Details of capability building and skills enhancement initiatives (Data Template)</td> <td data-bbox="529 678 1436 824" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Link to institutional website	Nil	Any additional information	No File Uploaded	Details of capability building and skills enhancement initiatives (Data Template)	View File	
File Description	Documents								
Link to institutional website	Nil								
Any additional information	No File Uploaded								
Details of capability building and skills enhancement initiatives (Data Template)	View File								
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									
198									
<table border="1"> <thead> <tr> <th data-bbox="86 1207 529 1272">File Description</th> <th data-bbox="529 1207 1436 1272">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1272 529 1337">Any additional information</td> <td data-bbox="529 1272 1436 1337" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1337 529 1559">Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)</td> <td data-bbox="529 1337 1436 1559" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File			
File Description	Documents								
Any additional information	No File Uploaded								
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File								
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	A. All of the above								

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	View File
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	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

80

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	View File

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)

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**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****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.**

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)	No File Uploaded

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 had an elected Students' Council till 2016 to officially represent all the students of the college both within the institution and also at local, state, and national levels. When the Students' Council was operative, student representation was mandatory in various sub-committees such as Magazine sub-committee, Games and Sports sub-committee, Cultural sub-committee, Anti-ragging sub-committee, Student Welfare sub-committee, Student aid subcommittee, and Vishakha. Students participate in various cultural, co-curricular and extracurricular activities throughout the year which develop their leadership qualities. Some of the

important Sports and cultural activities/competitions organized at the institutional level during the year 2023-2024 were Basanta Utsav, International Women's Day Celebration, Rabindra Najrul Jayanti Celebration, Independence Day Observation, Netaji Birth Anniversary Observation, Republic Day Observation, Saraswati Puja Celebration, International Yoga Day Celebration, International Mother Language Day Celebration, College Sports. Students have representation in the advisory body of NSS and NCC. NSS and NCC organized various awareness programmes.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

3170

File Description	Documents
Report of the event	View File
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)	View File

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

The Alumni Association of our institution is officially registered under the Society Registration Act. Requisite documents have been submitted through the West Bengal e-District System on 06/02/2024 in the name of Mr. Malay Marddanya, with an AIN number issued as 0104212478000061. Alumni Meets have been organized twice, drawing

encouraging numbers of former students who eagerly contribute their skills and ideas for the college's advancement. These gatherings serve as platforms for alumni to reconnect, share experiences, and express their commitment to the institution's progress. Arrangements have been made for an allocated room to house the Alumni Association, demonstrating our commitment to its establishment. Additionally, a virtual space/tab on the college website has been dedicated to online enrollment for alumni membership, facilitating easy access and communication.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

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

The Governing Body is the apex administrative body of the College. It comprises of the President, Principal, Teacher's Representatives, Govt. Nominee, University Nominee and Nonteaching representatives. The governing body takes into account the recommendations of IQAC while framing important policies. The GB entrusts the responsibility of fulfilling all academic and administrative duties to the Teacher's Council and various other sub-committees. Opinions of the non-teaching staff members are taken into account while framing all important policies of the institution. Every department of the college enjoys the freedom to take decisions regarding departmental matters. IQAC strives hard to improve the teaching-learning process by introducing ICT enabled teaching, organization of seminars and workshops addressing the needs of students as well as teachers and upgrading the library facilities of the college.

File Description	Documents
Paste link for additional information	https://kamv.ac.in/mission_vision.php
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 admission Sub-Committee is formed and headed by a teacher who acts as the Convener of the sub-committee and other faculty members who act as Members. After the publication of Higher Secondary results, the Admission Sub-Committee decides the admission criteria for different subjects in compliance with the guidelines of the Higher Education Department of the State Government as well as of the affiliating University. A formal notification is published on the college website and applications are invited through the online admission portal of the College. The entire process of receiving and shortlisting applications is done online, ensuring complete transparency. Students' admission is conducted strictly based on merit. The reservation policy of the State Government is strictly followed. Fees are collected online through Pay U Money Gateway. On receipt of the application from the students, draft merit lists are prepared. After verification, the final list is published in the college admission portal for provisional admission of the students. In the academic session 2023-2024 this online admission process was particularly very helpful for both the college and the students. All teachers and non-teaching staff are employed in the verification process.

File Description	Documents
Paste link for additional information	https://kamv.ac.in/administrative_structure.php
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 college has already introduced its own Enterprise Resource Planning abbreviated as ERP system embedded in the college website from 2018. It is the platform where the students can realize the

ERP infrastructure as a Learning Management System (LMS) which is highly user-friendly. During the lockdown period all online classes were conducted using the college ERP. Internal Examinations & final Semester Examinations were being conducted via ERP for both the regular & SNC students in accordance with the time schedule provided by Bankura University. Students can view all the notices relevant to them from their login page. Students will pay their fees via ERP. The college has introduced ERP mobile app CAMS in this session 2022-23. This app is very easy to open. It can be used to upload study materials by teachers and download study materials by students. Teachers can set up their online classes using CAMS. Using CAMS teachers can also download answer scripts submitted by the students. In the future students will pay their fees from this app and also get many attractive features from this app. The college is very hopeful about the development of this app to make e-learning attractive and joyful.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.kamv.ac.in/meeting_resolution.php
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 College functions as per the statute of the affiliating university and guidelines issued from time to time by the Higher Education Department of the Govt. of West Bengal. The apex administrative body of the college is the Governing Body. The GB has 10 members in all which includes. Decisions on all important administrative and academic issues are undertaken by the Governing Body in compliance with the recommendations of IQAC and other statutory and non-statutory subcommittees. The Principal assesses the feasibility of all financial projects with the help of the Bursar before the President endorses the same. The principal gets assistance from the Heads of different departments, the IQAC Coordinator, the Teachers' Council Secretary, the Head Clerk, and the Accountant to assist him. There is an effective Grievance Redressal Mechanism Cell along with the Women's Cell, Anti-Ragging Cell. Service rules and procedures are guided by the Bankura University Statutes and the rules of the State Government as

amended from time to time in this regard. The Promotion of the teachers recruited for permanent posts is guided by the Career Advancement Scheme (CAS) of UGC.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The college has devised various welfare measures for teaching and non-teaching staff. Most of these measures are those which have been propounded by the state government and some have been introduced by the college itself. Teaching and non-teaching staff of the college are entitled to avail of Casual Leave, Earned Leave, and Medical leave as per the policy of the government. The female faculty members can avail of Maternity Leave and Child Care Leave as per the rules and regulations of the government. Paternity Leave for male faculty members of the college has also been introduced. Duty leave is given to teachers for attending Refresher/Orientation Courses, conferences, seminars, workshops etc. There is also a provision for Special Leave for exigencies.

The teaching staff may opt for West Bengal Govt. Health Scheme and for the non-teaching staff, there is the Sasthya Sathi scheme of the govt. The college provides loans from the Provident Fund to substantive employees of both categories.

File Description	Documents
Paste link for additional information	Nil
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)	View File

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)	View File

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

29

File Description	Documents
IQAC report summary	View File
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)	View File

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

As a first step towards Performance Appraisal of teaching and non-teaching staff Attendance Registers for both teaching and non-teaching staff are maintained in the Principal's office. A separate Leave Register is also maintained to record Leaves

(Casual Leave, Medical Leave, Earned Leave, etc.) enjoyed by a teacher. A Leave Register is also maintained under the supervision of the Head Clerk for non-teaching staff. Student feedback is taken every year/semester to review the performance of teaching staff and necessary appraisal is done. The institution follows a performance-based Appraisal System for the teaching staff as mandated by the Directorate of Higher Education, Government of West Bengal. The promotion of teaching staff strictly adheres to the norms laid down by UGC under the API scheme of promotion. The self-appraisal and the API score claims are verified by the IQAC and forwarded to the Principal who scrutinizes them and if satisfied, places the same before the Governing Body for recommendation for being forwarded to the Directorate of Higher Education, West Bengal for career advancement. The Institution promotes its non-teaching staff according to the time scale as per the guidelines of the Government of West Bengal and after consideration of their performance in the college.

File Description	Documents
Paste link for additional information	Nil
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 has provisions for regular external financial and academic audits. The accounts of the College are audited regularly at the end of each financial year following Government Rules. The External Audit of the College is conducted by the Finance Department, Govt. of West Bengal. The Finance Committee of the College reviews the financial transactions and status of the College at regular basis. The committee approves the projects/schemes considering the priority and financial liability. The institution conducts external audit on regular basis. The external audit of the College is completed up to the FY 2023-24. After the expiry of a financial year, the accounts are got to be prepared to face audit externally. The auditors are suggested and appointed by the State Government through the Department of Higher Education. The College has no opportunity to choose an auditor in this regard. After conducting the audit work, initiatives have been taken to rectify the errors, mistakes and

processes not properly followed, if any, as detected by the auditors. The auditor's suggestions, and advice are welcome for upgrading financial activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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)	View File

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

All major proposals which involve utilization of college funds are duly approved by the finance sub committee and submitted to the governing body for its final approval. If the Governing Body approves the proposal, the project is implemented as per the finance rule of the govt. of WestBengal. The college has not received any government grant for construction, renovation and purchase of any equipment in this 2022-24. The college authority has taken initiatives to construct, renovate and purchase of electrical goods, chemicals, lab equipment and other essential commodities for the purpose of the development of the college fund.

File Description	Documents
Paste link for additional information	Nil
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

1. Conducted Departmental Academic Audit and Administrative Audits to ensure the quality of academic and administrative processes.

2. Executed a Student Satisfactory Survey to gather feedback on the academic experience.

3. IQAC successfully conducted the Mentor-Mentee System, contributing to improved academic evaluation and ensuring better student-teacher interaction within the institution.

4. The IQAC successfully submitted requisite documents for ensuring the NAAC Peer Team visit for the 3rd cycle.

5. IQAC ensured that all faculty members have completed NEP Orientation programme/ requisite OP & RC, and submit proposal for seminar grant to ICSSR.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

IQAC of Khatra Adibasi Mahavidyalaya emphasizes the development of Learner centric teaching methodology so that improved academic outcomes can be achieved. Each year the college, headed by the IQAC reviews the existing teaching learning system and brings reforms in it so that existing pedagogical system can be improved. Keeping in mind this objective, the college has ensured that continuous evaluation of the students take place throughout the year.

Students' feedback have been collected and analyzed and the Mentor-Mentee system has been religiously followed for better academic outcomes. IQAC took necessary steps to ensure that field trips, educational tours and projects could be conducted. Faculty exchange and student exchange activities were conducted under MoU initiative and several seminars were organised for students who participated enthusiastically.

File Description	Documents
Paste link for additional information	https://www.kamv.ac.in/student_satisfaction_survey.php
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)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://kamv.ac.in/seminar_workshop.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

Our college actively promotes gender equality through comprehensive strategies, including GENDER AUDIT, to ensure a

secure and inclusive environment for all students, with a focus on the well-being of female students. Key initiatives include workshops, seminars, and webinars organized by the Women Cell (ICC). International Women's Day, organized on 13th March 2024.

Enrollment of female students increased from 1,733 in 2022-23 to 1,901 in 2023-24, including 407 ST girl students. Faculty members further contribute through research and academic efforts focused on women's empowerment. Additionally, the institution commemorates events like World Environment Day, NSS Day, and International Yoga Day to promote awareness, inclusivity, and diversity, reinforcing its dedication to gender equality and holistic community development.

File Description	Documents
Annual gender sensitization action plan	https://kamv.ac.in/naac/dvv/1737011029_7.1.1.%20Annual%20Gender%20Sensitization%20Action%20Plan.pdf
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	https://kamv.ac.in/naac/dvv/1737010926_7.1.1.%20Annual%20Gender%20Sensitization%20Action%20Plan.pdf

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
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

A number of measures have been initiated to reduce the generation of waste in the college. 1. Solid Waste: Regular activities of the

college generate solid wastes such as paper, plastics, glass, metals, food residue and packaging materials etc. The waste is collected and segregated properly at each level and source. The segregated waste materials are accumulated in separate dustbins based on the possibilities of recyclability and biodegradability of the wastes. The institution vows to diminish plastic use in the college campus and make plastic-free college campus. There are electronic wastes as well. Outdated /damaged electronic wastes are mostly disposed of or sometimes repaired and reused. 1. Liquid Waste: Liquid waste is generated during food preparation from Canteen and Hostel. Management of solid waste: i. Dustbins are provided on the campus at various places to keep it neat and clean. ii. Transport arrangements are made for disposing of solid waste through the Municipality.

Management of liquid waste: i. The Drainage System is well maintained for the passage of liquid waste from the Hostel. ii. Practical labs have taken measures to ensure that all chemicals are diluted before discarding them in the wash basin.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://kamv.ac.in/naac/dvv/1702470340_Geo%20tagged%20photographs%20of%20the%20facilities.pdf
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 of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2.Use of Bicycles/ Battery powered vehicles 3.Pedestrian Friendly pathways 4.Ban on use of Plastic 5.landscaping with trees and plants	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
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	A. Any 4 or all of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
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-	C. Any 2 of the above

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

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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).

- NSS Units organized Har Ghar Tiranga Campaign to celebrate Independence Day at our NSS-adopted villages.
- Volunteers of Red Ribbon Club, NSS Unit-I, II & III organized "Blood Donation Camp".
- International Mother Language Day was organized on 21st February 2024.
- Pandit Raghunath Murmu's Birthday was celebrated on 5th May 2024
- Hul Diwas's Observation was done on 30th June.
- World Consumer Rights Day was celebrated on 15/03/2024.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
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

Gender sensitivity:The ICC of the college celebrated International Women's Day and conducted Quiz.

World Consumer Rights Day:A One Day Institution Level Seminar on "World Consumer Rights Day" was organized by the Departments of Commerce & Economics.

Celebration of World Environment Day:Both NCC and NSScelebrate International Environment Day.

NSS conducted Campaign "Mere Vote Mere Desh k Liye" and "Har Ghar Tiranga".

International Yoga Day Celebration:In recognition of the holistic significance of yoga in the lives of individuals, NSS Unit-I, II & III celebrated International Yoga Day

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
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	View File
Any other relevant information	View File

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

1. International Youth Day Celebration
2. Independence Day Celebration
3. NSS Day Celebration
4. Students Week Celebration
5. National Youth Day Celebration
6. Republic Day Celebration
7. Saraswati Pujo Celebration
8. World Bicycle Day Celebration
9. Celebration of World Environment Day
10. International Yoga Day Celebration
11. Basanta Utsav

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
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. **Health Awareness Programme:**In our college different initiatives are taken throughout the year to develop awareness on maintenance of health and hygiene.Our college organizes various seminars and awareness programmes on health-related issues round the year.Blood Donation Camps, Celebration of International Yoga Day and health-related awareness programme on AntiTobacco Day, Dengue are

organised.

2.Green Campus through Plantation Drive and Campus Gardening:Tree plantation drive is undertaken to sensitize, encourage and motivate all other stakeholders about planting saplings inside the college campus and adopted villages.Plantation Programme was undertaken by the NSS wings of the college and the Eco Clubs of the college on International Forestry Day.Plantation Programme and Campus Cleaning Programme were also organized on International Environment Day.To sensitize and educate students and their peer groups towards best environmental our practices, college has always focused on campus gardening with a view to fauna inside saving the flora and the campus. It creates a conducive environment for the growth of tiny insects, plant species, moths, butterflies and bees. The Eco Club, NSS volunteers and NCC cadets equally take part in maintaining the garden.

File Description	Documents
Best practices in the Institutional web site	View File
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

Our college has a significant population of Adivasi students, and we actively promote their indigenous culture through various initiatives. Each year, we organize a one-day cultural event featuring Adivasi folk dances, songs, and dramas, with participation from students and local Adivasi communities. An Adivasi dance troupe, formed under the guidance of teachers and seniors from the Santali Department, performs these traditional dances at events like Teachers' Day, Freshers' Day, and other occasions, celebrating the Santali/Adibasi heritage of South Bankura.

Additionally, educational tours are conducted by the History, Education, and Political Science departments to Dokra villages and museums preserving Dokra art. The college gate also features Adivasi-inspired designs. Our efforts prioritize enhancing educational opportunities for marginalized ST students, especially girls, leading to an increase in female enrollment—from 1,733 in 2022-23 to 1,901 in 2023-24, including 407 ST girls.

The college has honored Adivasi culture by naming its library building after Sadhu Ramchand Murmu, a revered Santali poet and educator, and erecting his statue on campus. Key dates like Hool Dibas (June 30) and Biswa Adibasi Dibas (August 9) are observed. Tribal artifacts are archived in the college museum, curated collaboratively by the History and Santali Departments.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. Collaborate with the Technical Education Department to open an ITI Centre.

2. Identify and address reasons for student dropouts.

3. Improve Pass Percentage by conducting remedial classes for academically weaker students.

4. Submit the proposal for the Seminar at ICSSR within the prescribed timeline for approval.

5. Encourage to open bank account of the Alumni association and collect donations to be used for college development.