



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

KANDRA RADHA KANTA KUNDU
MAHAVIDYALAYA

- Name of the Head of the institution **Dr. Mrinal Kanti Chattopadhyay**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **03453273372**
- Mobile No: **9434249709**
- Registered e-mail **mrinalkantee@gmail.com**
- Alternate e-mail **krkkm.iqac@gmail.com**
- Address **P.O. Kandra, P.S. Ketugram, Dist. Purba Bardhaman**
- City/Town **Kandra**
- State/UT **West Bengal**
- Pin Code **713129**

2.Institutional status

- Type of Institution **Co-education**
- Location **Rural**
- Financial Status **Grants-in aid**

- Name of the Affiliating University **University of Burdwan**
- Name of the IQAC Coordinator **Minakshi Paul**
- Phone No. **919593920769**
- Alternate phone No. **9593920769**
- Mobile **9593920769**
- IQAC e-mail address **krkkm.iqac@gmail.com**
- Alternate e-mail address **mrinalkantee@gmail.com**

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

https://www.kandrarkkmahavidyalaya.org/sample_admin/upload/news/AQAR-report-2019-2020-FINAL.pdf

4. Whether Academic Calendar prepared during the year?

No

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

https://www.kandrarkkmahavidyalaya.org/content-about-us.php?page_id=16

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.07	2016	16/12/2016	16/12/2021

6. Date of Establishment of IQAC

10/04/2014

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
NIL	NIL	NIL	NIL	0

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 02

- 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 [View File](#)

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. Successfully supported the departments in conducting virtual classes via online mode during the pandemic.

2. Successfully supported the departments in organizing webinars during the pandemic.

3 Successfully supported the departments in arranging special e-lectures during the pandemic.

4 Successfully supported NSS in conducting webinars and enrichment programmes virtually during the pandemic.

5 Career Counselling and grooming have been conducted successfully with the initiative of IQAC.

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
1. The college resolved to conduct online classes	1. Successfully achieved.
2. The college resolved to conduct examination both in offline/onlinee (blended mode)	2. .Successfully achieved.
3. The college planned to renovate of Physical education and Geography laboratories	3. Successfully achieved.
4. The college has proposed to construct an auditorium.	4. Do
5. The college resolved to conduct webinars and special classes.	5. Successfully achieved.

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body of the College	05/02/2021

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	KANDRA RADHA KANTA KUNDU MAHAVIDYALAYA
• Name of the Head of the institution	Dr. Mrinal Kanti Chattopadhyay
• Designation	Principal
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• Mobile No:	9434249709
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• Pin Code	713129
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• Location	Rural
• Financial Status	Grants-in aid
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• Alternate phone No.	9593920769				
• Mobile	9593920769				
• IQAC e-mail address	krkkm.iqac@gmail.com				
• Alternate e-mail address	mrinalkantee@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.kandrarkkmahavidyala.org/sample_admin/upload/news/AQAR-report-2019-2020-FINAL.pdf				
4.Whether Academic Calendar prepared during the year?	No				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.kandrarkkmahavidyala.org/content-about-us.php?page_id=16				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.07	2016	16/12/2016	16/12/2021
6.Date of Establishment of IQAC			10/04/2014		
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	
NIL	NIL	NIL	NIL	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			02		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?			Yes		

<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
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<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body of the College	05/02/2021
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-2021	15/02/2022
15.Multidisciplinary / interdisciplinary	
<p>The institution follows an interdisciplinary mode of learning. Interdisciplinary conference has been conducted by the various departments of the college where teachers and students from the various disciplines presented papers. Often teachers from one department are invited by another department to deliver a lecture to the other departments. The students of the departments are taken on a visit to the History department and its museum for gaining a historical background of their literary texts.</p>	
16.Academic bank of credits (ABC):	

Yet to be implemented. We are in the process.
17.Skill development:
The college strongly emphasises the skill development of the students. Regularly the college conducts various skill enhancement programmes like spoken English and special Computer programmes. Apart from that, the IQAC of the college conducts various competitions internally like quiz competitions, essay writing competitions, and art competitions in collaboration with other departments.
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
The college has strictly followed the curriculum prescribed by the university which emphasizes the integration of the Indian Knowledge System (teaching in Indian Language, culture, and using online courses). English Honours integrates translated texts from Ancient Sanskrit like Shankuntala etc. The college has a proficient Sanskrit department. The Mass Communication Department has taken a special initiative in this regard by introducing the teaching of Indian films. Courses specific to Indian history form an integral part of the curriculum of the History dept. in our college. They have also taken special initiatives of preserving data and materials related to Indian History and culture in the Dept. Museum. Apart from that, the college is named after one of the most ancient poets of the region Gyanadas who is highly recognized by the Bengali Department of the college.
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
Our institution has been constantly focusing on Outcome Based Education (OBE). It aims to inspire the students for pursuing Higher studies that can enable them to obtain employment in different sectors. The college organizes Special counseling seminars for outgoing students to make them industrious and the college regularly arranges campusing to help them secure jobs in private firms. It seeks to strengthen the knowledge and expertise of the students in their respective fields.
20.Distance education/online education:
The college has massively subscribed to the online mode of education during the pandemic. Most of the students virtually attended the classes in that period. In fact, not only classes but a sufficient number of webinars and conferences were held in online mode which enabled the college to get an opportunity to

listen to the lectures of speakers who are otherwise remotely situated. We are planning to introduce PG courses under Netaji Subhas Open University in the college shortly.

Extended Profile

1.Programme	
1.1	05
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	2388
Number of students during the year	
File Description	Documents
Data Template	View File
2.2	945
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	532
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	16
Number of full time teachers during the year	

File Description	Documents
Data Template	View File
3.2	16
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	118
Total number of Classrooms and Seminar halls	
4.2	4340000 (Forty three lakhs forty thousand rupees only)
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	52
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 curriculum integrates planned instructional content, materials, resources, and processes for evaluating the attainment of educational objectives. Once the curriculum is formed, the university forwards it to the college. The college then formulates action plans for the effective implementation and delivery of the curriculum. The curriculum content is circulated among students, teachers, and the staff. Students are made aware of it through the prospectus provided at the time of admission. Syllabus-wise text and reference books list, relevant articles, extensive lectures, departmental seminars, and other extracurricular activities are incorporated into the academic calendar of the college and put to practice in different departments of the college. The college library is kept well equipped. Tutorial classes are also arranged for academically and financially backward students.</p>	

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://kandrarkkmahavidyalaya.org/content-gen.php?page_id=105

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

The institution prepares the academic calendar every year very diligently in order to ensure the smooth and uninterrupted conduction of examinations and classes. At the same time, it endeavours to rigorously adhere to it. It undertakes a semester-wise distribution of the academic year for conducting CIE. However, due to the onset of the pandemic the college adhered to the academic calendar prepared in the previous session.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://kandrarkkmahavidyalaya.org/sample_admin/upload/news/060902021_ACADEMIC_CALENDAR_OF_2019_2020.pdf

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	View File
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	
16	
File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
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)	
0	
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)	No File Uploaded
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
0	
1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year	

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

Inspite of the lockdown, the college has attempted to conduct various webinars and other programmes through virtual mode related to issues like Professional Ethics, Gender, Human Values and sustainability. Most of the academic departments of the college have integrated these issues as significant aspects of their curriculum. The College has always addressed various social and environmental issues and made every effort to make the students aware and trained in this regard. All these issues are more or less covered in the curriculum of various departments. To properly sensitize the learners and supplement their knowledge there are specific committees such as the Women Empowerment Cell, Anti Sexual Harassment Cell, Anti-Ragging Cell and NSS & NCC units. Various and regular workshops, webinars, special lectures, exhibitions, are arranged for inculcating desirable value systems among learners. Dedicated Cells for OBC, Minorities and SC/ST ensure that due justice is meted out to various sections of the students. Several Departments organize different activities to integrate these courses.

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	View File

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

0

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)	No File Uploaded

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

0

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

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	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	View File
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)	View File

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.kandrarkkmahavidyalaya.org/sample_admin/upload/news/KRKKM-SSS-2020-21.pdf

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

992

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

954

File Description	Documents
Any additional information	View File
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

The institution actively recognizes the advanced and slow learners and accordingly designs programmes and special classes in their interest. Slow learners are provided with extra classes and special provisions. The bright students are introduced to advanced stages of the courses and even to topics beyond the prescribed curriculum. Various innovative modes of teaching specially tech savvy modes of teaching are adopted to boost their understanding and confidence.

Advanced Learners: Advanced learners are guided as follows: i) Motivating students for better performance in higher studies. ii) Advanced learners are encouraged to participate in state/national level competitions to showcase their talents and skills. iv) Special career guidance for higher studies is arranged by Training and Placement cell. v) Academic presentations are held, where the students get the opportunity to present innovative ideas.

Slow Learners: The following measures are taken for these students: I) Remedial classes are conducted with an ardent focus on the subject. ii) The concerned subject teacher does individual academic counseling. iii) Students' study groups formed to motivate peer-to-peer learning. iv) Courses in soft skills are offered to improve reading and writing skills in English. v) Extra reading materials and video lectures are provided to improve fundamental understanding of the subject.

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

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

Number of Students	Number of Teachers
3913	64

File Description	Documents
Any additional information	View File

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 has been very rigorous in terms of introducing and implementing experimental teaching methods in the best interest of the students. Various innovative teaching modes, especially tech-savvy ones, are adopted to boost their understanding and confidence. The college has consistently tried to inculcate more student-centric approaches to make learning a pleasurable exercise. Students are directly involved in different academic activities, not merely as passive recipients but as active dynamic agents. Experiential learning, participative learning & problem-solving methods were cultivated for our students during 2020-21 while the pandemic was on. Online Paper presentation and peer teaching by advanced students in online classes and participation in debates and webinars. Different sessions to improve reading and comprehension skills were arranged at different times in online mode. Various cultural competitions (recitation, song, debate essay writing, etc.) were organized to promote the scope of experiential and participative learning. Extension/ Outreach activity: NCC and NSS wings help students to learn how to serve the nation and improve their leadership quality.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://www.youtube.com/channel/UCzEukYRVWgc3zbc6hK-Apqq

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

The college contains ample facilities ICT-enabled tools for teachers and students to harness. All the departments contain their personal computers for use. The college contains more than

five smart classes that teachers and students use continuously. The science, geography, and mass communication departments are well equipped with laboratory and other ICT facilities. During 2020-21, because of the COVID-19, all the college teachers conducted online classes using Zoom/Google Meet/ MS Teams and WhatsApp for teaching-learning. Various computing devices, digital cameras, audio-visual technology, and multimedia projectors were abundantly used to provide information and explain chapters to students. Many lectures were uploaded on YouTube and other social media. The links for all the lectures uploaded on various platforms were provided to the students so they could be used at their convenience. Learners in interior places with poor internet connectivity immensely benefit from this facility. Webinars, various competitions, and paper presentations were also arranged by teachers using ICT-enabled tools.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://kandrarkkmahavidyalaya.org/content-gen.php?page_id=61

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

65

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

16

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

07

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

99

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.

Along with the external exams, the institution consistently evaluates the students' academic growth through timely internal assessment exams. Various modes like written examination, short speech, minor interclass debate competitions, and practical exams are conducted to simultaneously diversify the mode of internal assessment to prepare them for the Semester end examination. Continuous evaluation is carried out throughout the year through regular tests, objective tests, projects, student paper presentations, etc. Since the implementation of the CBCS system in 2017, it has been compulsory for the institution to conduct the internal assessments. Internal evaluation is conducted twice within a semester. However, under the threat of the Covid-19 pandemic, the internal evaluation and other assessments are conducted online. During the internal assessment, questions are uploaded online via the Examination Portal of the college, and respective departments receive answer scripts in their designated email Ids. Routine tests are conducted to recapitulate different topics from the syllabi with weekly online tutorials. Remedial instruction is given subject-wise to slow learners and challenged students. Teachers of all subjects take the initiative in explaining how students' writing skills can be improved in forthcoming examinations. The college enables students via University to apply for re-evaluation of University answer scripts.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.kandrarkkmahavidyalaya.org/

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

The college has constituted a separate sub-committee concerning the Internal Examination. This committee is entrusted with the duty of properly and timely conducting the examinations and looking into grievances. This year's internal examination was conducted via online mode. Questions were provided through WhatsApp groups of the respective departments. Students submitted their answer scripts through email mentioned by the departments. Generally, if any student cannot appear in the examination, the alternate examination is held. During this year, no grievance was received from the students regarding the internal examination.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.kandrarkkmahavidyalaya.org/

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 college ensures outcome-based learning to suit the students' present-day interests. Programme/ course outcomes can successfully guide students to choose the right path in higher studies and career paths in academia or professional/ technical jobs. The programme/course outcomes are communicated to the students through college/departmental prospectus, the principal's address to students and parents, etc. The details of the programme/course outcome are communicated to the students through their orientation programme so that students know the objectives of the programmes and can decide which programme suits them best. Special lectures and classroom discussions are arranged to enhance their understanding of the programme/course outcome. The teachers and other concerned stakeholders also know the programme/course outcomes. Departments organize regular workshops, seminars, lecture series, and conferences to communicate the career prospects of the programmes offered by the college. The programme/course outcome along with the syllabus of each department, is available on the college website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.kandrarkkmahavidyalaya.org/content-gen.php?page_id=78
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.

The different departments of the college undertake a continuous evaluation of the Programme outcome and Course outcome. A detailed analysis of the programme and the course outcome is undertaken, and changes are executed accordingly. The college ensures

successful evaluation of students' performance through various methods for measuring the attainment of each program outcome and course outcome. Each department designs its academic curriculum in accordance with the programme/course outcome. Interactive-participative learning and extra classes for slow learners are regularly organised by the departments. Development of analytical thinking, writing, and oratory skills are encouraged in classes. These skills are evaluated through appropriate tools like Group Discussion, Laboratory Experiments, Viva voce, Objective tests, assignments, etc. Complementary learning plans are also executed through special seminars/webinars, student paper / PowerPoint presentations, debates, fieldwork, etc. The college offers various certificate courses to develop job-oriented skills and knowledge among the students. The success of programme depends on students' performance in various examinations such as university examinations, internal examinations, projects, home assignments, etc. Also, remedial coaching is provided to slow learners to synchronize the learning of all students.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://kandrarkkmahavidyalaya.org/sample_admin/upload/news/po_co_pso_1421.pdf

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

532

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	No File Uploaded
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://www.kandrarkmahavidyalaya.org/sample_admin/upload/news/KRKKM-SSS-2020-21.pdf

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

23

File Description	Documents
Report of the event	View File
Any additional information	View File
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**

02

File Description	Documents
Any additional information	No File Uploaded
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**

29

File Description	Documents
Any additional information	No File Uploaded
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

Due to the Lockdown and the rapid spread of Covid 19 during the pandemic, the college could not conduct physical camps or awareness programmes. This academic institute believes in moulding the minds for the future of the nation through its holistic and inclusive approach and giving back to society. As the world was trying to grapple with the new normal, the college shifted to the online mode of functioning so that the extension and outreach activities, as well as sensitizing students to social issues and encouraging them to be a part of the social cause, could continue uninterrupted. The highlights of the time-frame were:

1. Online programmes have been conducted to spread awareness regarding the social issues, for their holistic development, and impact thereof during the year.

2. The college arranged a programme for the vaccination of the students.

File Description	Documents
Paste link for additional information	Nil
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

05

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	View File
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

00

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)	No File Uploaded

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

01

File Description	Documents
e-copies of linkage related Document	View File
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

00

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	No File Uploaded

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.

To ensure and sustain quality in higher education, infrastructural facilities have always been considered as an important area of concern of this institution. The institution is constantly in a process of augmenting effective utilization of available space, its maintenance and proper cleanliness. College administration makes optimum effort to be alert and aware of the new and innovative ways to accommodate the students to provide maximum academic facilities within a defined area line. All the adequate infrastructure and physical facilities for teaching learning has been spread through these two campuses. The college has ample classrooms, professors' room, non-teaching staff room, washrooms for students, male, female faculty members and physically

handicapped washrooms, laboratories for required subjects, central library, seminar libraries, archive, seminar hall, student's common room, computer laboratory.

Infrastructural Details

Facilities

Existing

Newly added

Campus area

5.27 acres

Class rooms

117

Laboratories

5

Seminar Halls

1

Classrooms with LCD facilities

5

Classrooms with Wi-Fi/ LAN

33

Seminar halls with ICT facilities

1

Video Centre

No. of important equipments purchased (? 1-0 lakh) during the current year.

Value of the equipment purchased during the year (Rs. in Lakhs)

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.kandrarkkmahavidyalaya.org/content-gen.php?page_id=58

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

Our college has well-equipped, fully functional Multi Gymnasium hall with all the modern equipments and a physiotherapy centre. For physical fitness of students, the gymnasium is equipped with motorized treadmills, bi-cycle ergometer, multi-gym and other devices like jogger, vibrator, twister, massager etc. It is known as Swami Vivekananda Gymnasium Hall. Our College has a well built Indoor Stadium named as Master-da Indoor Complex. The indoor stadium facilitates indoor games like Chess, Table Tennis, Carrom along with other exercise equipments and training beds. We sincerely thank the Govt. of West Bengal for financial assistance.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.kandrarkkmahavidyalaya.org/content-gen.php?page_id=58

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

07

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

07

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.kandrarkkmahavidyalaya.org/content-gen.php?page_id=64
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)**

4340000

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)**

Kandra RadhakantaKundu Mahavidyalaya Library caters to the needs of students and teachers of the college six days a week except Sundays and holidays. It has a collection of more than 19000 books in various subjects. The library is enriched with sufficient number of text and reference books. The library also subscribes to a few printed journals and magazines. Books are well arranged and organized according to class number. Rare books and confined books

are also separated from general stacks. The books are classified according to The Dewey Decimal Classification. It has a separate reading room. Over the years new books, not exclusively related to the syllabus, have been added, and the library continues to grow. Keeping pace with the transformation in the field of Information Science, at present the college library also provides Wi-Fi with internet facility which enables the students and staffs to enrich and update themselves within the college premises.

Cataloguing and circulation system is automated. We have recently installed Koha library software to set up an automated library system. All the computers of the library are connected through LAN. The Library Catalogue has been computerized and library provides users a dedicated computer for searching library materials. The library follows Open -Access user system.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://docs.google.com/document/d/1FoR0Y8WCJ3tg-flbqzfzpaduvksCkFSX/edit?usp=sharing&oid=110106757141768309326&rtpof=true&sd=true

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	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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)

99,344

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
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

40

File Description	Documents
Any additional information	View File
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

Though funding is stringent yet College is keen on giving optimum facilities to the faculty members and students in the matter of ICT.

- In this respect, the College has provided each Honours Department with desktop computers and printers. Out of 9 computers 5 have been allotted for the Geography department, of 7 printers 3 for Geography and 5 scanners for the same. Physical Education Department has received 1 desktop computer, 1 scanner, 2 printers and 1 laptop. There are 8 desktop computers for the use of Geography Students. Office has 6 desktop computers and 5 printers, excluding the office of the Principal. The library has 1 desktop computer and the IQAC of the college has 1 Laptop computer.
- A number of classrooms of the College building are provided with audio system so that students in General course classes, sometimes over 300 students, can follow the lecture properly.
- Computer and Internet access is made available to all departments so that faculty members can keep themselves

updated in their respective subjects and use their time in the most fruitful way.

- Departments often make use of projectors to make classroom teaching interesting. Sometimes Film shows on relevant topics and also film versions of texts prescribed in the syllabus are arranged for Honours Classes.

The bandwidth available of internet connection in the Institution (Leased line) 50 MBPS

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://docs.google.com/document/d/1hqt2s9WZ5BLwqEalvsYwMVwc2KpYfgmb/edit?usp=sharing&oid=110106757141768309326&rtpof=true&sd=true

4.3.2 - Number of Computers

52

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

A. ? 50MBPS

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

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)

4,340,000

File Description	Documents
Upload any additional information	View File
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.

Regular meetings are conducted by the Academic Sub-committee and IQAC for Policy making and implementation of procedures thereof. The list of members of the Academic Sub-committee and IQAC is updated on the college website.

LABORATORIES: Maintenance of laboratories is the responsibility of individual departments, with the non-teaching members of these departments providing necessary support in maintaining a stock register that is regularly updated, monitoring usage of equipment, and ensuring a clean and hazard-free environment and firefighting facilities.

LIBRARY: ? The college has a Library with both lending and Reading Room facilities. The Library is maintained by its staff comprising Librarians , and support staff. There is also a Library Committee, of which the librarians are ex officio members, and which meets periodically to review activities and suggest improvements for providing better service.

CLASSROOMS: Classrooms, corridors and staircases undergo periodic inspection by a separate Committee which arranges for renovation and repair work as and when necessary, after due process of submitting report to the administration.

COMPUTERS The various academic departments are responsible for maintenance of departmental computers and peripherals, while those in use in the Office and Accounts, and IT sections are maintained by the IT section staff. For purchase of hardware and software, requisitions are submitted by departmental heads to the Principal's office, which then arranges procurement of the same.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.kandrarkkmahavidyalaya.org/content-gen.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

2071

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
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

247

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

File Description	Documents
Link to institutional website	https://www.kandrarkkmahavidyalaya.org/
Any additional information	View File
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

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)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

D. Any 1 of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
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

01

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

66

File Description	Documents
Upload supporting data for student/alumni	View File
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

00

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.

00

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 has formed several bodies which facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities like Student's Welfare Society, NSS and Kanyashree Club.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1oLhjQVe4a1o6KsvsIxVHzns71P2P4_S2/view?usp=sharing
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

03

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)	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

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

regarding the academic choices they will make. There is a very cordial relation between the teachers and students in our college. The college has taken keen interest in organizing the Alumni Association. It is a matter of great pride for us that several ex-students of this College, belonging to this remote and under-privileged area, have been able to achieve placements in various fields -- School Teachers in Primary, Secondary and higher Secondary Sections through examinations conducted by the School Service Commission, Govt. approved Part-timers; some of them are posted in CRPF, BSF, WBP, Assam Rifles, Indian Army, Indian Railway, Civic Police; in Nursing and in IT professions in companies like TCS, as Junior Scientist in ISRO, in Multi-national companies like Bureau Veritas (Mumbai), ARC GIS, TMT MIPS and so on. Many of them are engaged in private business also. Some of the ex-students are either doing or have completed Post-Graduation as regular students in various Universities like the University of Burdwan, Kazi Nazrul University, Rabindra Bharati University, Silchar University. Few have cleared NET/SET.

File Description	Documents
Paste link for additional information	https://kandrarkkmahavidyalaya.org/content-gen.php?page_id=75
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	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

Vision

The logo of the college inscribes in it the vision of the college as "Vidyam dadati vinayam", that denotes Education generates Humility.

Mission

The mission of the College is to disseminate higher education to the youth, especially women and the minority community, so they can face different life challenges with complete confidence and competence. The mission is signified by the motto "Shraddhavan labhate gyanam" which, translated from Sanskrit into English, stands as --One who reveres gains absolute Knowledge. Pioneered by this mission, the institute adopts core values like 'integrity,' 'excellence,' 'transparency,' and 'empathy' to help students gain absolute knowledge.

- **Integrity:**The Institute will adhere to the highest standards of ethics in all its activities to ensure that teaching and learning shall be carried out in an environment of academic freedom and honesty.
- **Excellence:**The Institute is committed to excellence in all spheres of its activities and, through internal and external reviews, will work towards continuous improvement.
- **Transparency:**The Institute will function according to defined procedures and rules, which will be well-informed.
- **Empathy:**An awareness of the conditions of the downtrodden sections of our society and contributions towards the solution of their problems will form an integral part of the education programme of the Institute.

File Description	Documents
Paste link for additional information	https://kandrarkkmahavidyalaya.org/content-gen.php?page_id=80
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.

There are separate academic and administrative subcommittees for each aspect of the college administration. e.g., there is the finance sub-committee, academic sub-committee, sub-seminar committee, examination sub-committee, building sub-committee, purchase sub-committee, anti-ragging sub-committee, NSS advisory sub-committee, grievance redressal cell, etc. All the sub-committees conduct regular meetings in the presence of the executive head of the college, the Principal.

File Description	Documents
Paste link for additional information	https://kandrarkkmahavidyalaya.org/content-gen.php?page_id=20
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Plan of Action Achievements/Outcomes 1. The college resolved to conduct online classes Successfully achieved. 2. The college resolved to conduct examination both offline/online (blended mode) It was successfully achieved. 3. The college planned to renovate of Physical education and Geography laboratories It was successfully achieved. 4. The college has proposed to construct an auditorium.

DO

5. The college resolved to conduct webinars and special classes. It was successfully achieved. 6. Plan for the Construction of a washroom in the Mass Communication and Journalism Department DO 7. Plan for availing smart board for ICT-enabled Class room formats Communication and Journalism Department DO

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
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.

A resolution for acceptance and approval of 49 (Guest, PTT, CWtts) as SACT I and SACT II as per G.O number Ed 95 / C44 752 / 2020 dt. 24.06.2020 in the Governing body meeting of the college. The Principal has been requested by the Governing body to take

necessary actions to recruit more teachers for the smooth running of some specific departments of the college. It has been resolved in the GB meeting that the service of newly recruited college teachers has been confirmed on satisfactory completion and performance of a one-year probationary period. The decision to create new teaching and nonteaching posts have been approved.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://kandrarkkmahavidyalaya.org/content-gen.php?page_id=112
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	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
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

Our college is aware that welfare measures for the staff are highly significant for the progression of the college. Alongside the policies adopted by the government concerned, the institutional measures of following the democratic spirit and human concern are met up by fraternal bonding and commitment to the institution. The broad policies adopted by the Governing Body and the management are as follows: 1. Provident fund facility is ensured for all Staff. 2. The female staff members enjoy maternity

leave of nine months and Child Care Leave per government rules. 3. The faculty members are also provided with special leave for availing of fellowships and Completing Ph. D programs, Refresher courses/ orientation programs/short-term Courses, etc. 5. The college always ensures the timely promotion of its faculty members. 6. Various motivating Lecture Workshops with eminent personalities as resource persons and counseling programs for relieving stress are organized for the staff members like "The Promotion o College Teachers& Librarian". 9. Meditation, Yoga, Gym & recreational facilities are arranged. 16. recreational programs like College Foundation Day and get-togethers on various personal and institutional achievements refresh everyone over the years. 10. The college always attempts to maintain a healthy administrative and academic environment. 11. To maintain a COVID-free campus, a Two-day vaccination camp has been organized on a college campus.

File Description	Documents
Paste link for additional information	https://www.youtube.com/watch?v=djR8RV7MkQo&t=11s
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)	No File Uploaded

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

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
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

03

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

DEI strictly follows the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in

Universities and Colleges and Measures for the Maintenance of Standards in Higher Education-2010" (Regulation No. F.3-1/2009 dated June 30, 2010), together with all amendments made therein from time to time, for its teaching and non-teaching staff. The performance of each employee in the college is assessed annually after completing one year of service. The objective is to objectively evaluate the performance as per established norms and identify potential aspects for improvement that can eventually lead to further progress and growth of the employee.

File Description	Documents
Paste link for additional information	//www.dei.ac.in/dei/files/NAAC%20Self%20Qualitative%20Assessment/Self%20Qualitative%20Assessment%206.3.5.pdf
Upload any additional information	View File

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 institution regularly conducts internal and external financial audits. We have examined the annexed Balance sheet of Kandra Radhaknta Kundu Mahavidyalaya as of 31st March 2020, together with the annexed Income & Expenditure Account and Receipts and Payments Account of the college for development.

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)	No File Uploaded

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

The college strictly follows some institutional strategies like conducting a budget to mobilize the funds and utilization of resources. A purchase committee is formed to make decisions for formulating such institutional strategies. The college generates revenue in both traditional and nontraditional ways. It not only offers traditional UG and PG programmes but also offers certificate courses and professional training-based courses beyond college hours and on non-working days. The college's human resources include substantive faculty members, SACTs, and permanent and casual non-teaching staff members. Mobilizing funds is essential for staff recruitment, employee and student welfare, sustaining research, and infrastructural upgrading (such as enabling ICT and air-conditioning the rooms).

File Description	Documents
Paste link for additional information	https://www.kandrarkkmahavidyalaya.org/
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

The IQAC plays an active role in assuring quality in almost all processes and strategies of the college. The two such practices that have evolved significantly are:

1. The departments are continuously encouraged by the IQAC to organize seminars/talks by experts in various fields in respective subjects. The IQAC also helps the departments to select seminar topics. Under the umbrella of IQAC, the organization of seminars

for the benefit of students and teachers is regularly happening in the college. During this pandemic, the departments have organized many webinars with guidance and assistance from the IQAC, and it has managed to host recordings of all these webinars on YouTube.

2. The career advancement of teachers is a mandatory exercise. This is directly related to the betterment of the academic ambiance of the college. IQAC proposed a committee of able and senior teachers, and the college administration has endorsed the proposal. Now the committee checks the career advancement-related documents, their organization, etc., to make the applications flawless. The IQAC finally checks the applications before they are submitted. This exercise has drastically reduced the delays in the career advancement of college teachers.

File Description	Documents
Paste link for additional information	https://www.kandrarkkmahavidyalaya.org/content-gen.php?page_id=103
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

The faculty members of each department meet at the beginning of each academic session for term-wise allocation of syllabus assignments and contents, fixing dates for the term-end tests, and preparing the academic calendar of that session. Since the inception of the CBCS system introduced by CU at the UG level, the college has followed the Continuous Evaluation System through Internal Assessment, Tutorial, and Project Work. The departments organized students' seminars, quiz contests, and poetry/drama workshops online. Heads of the Departments took care of day-to-day student support as and when needed. Regular reports are prepared and submitted to IQAC. Technology-enabled Teaching Learning process practiced in college. LCD projectors and overhead projectors are used for teaching regularly. Almost all the Honours departments organized State/National Level webinars. The departments also arrange e-classes for the Honours students. Multiple choice questions are also set in the class tests to encourage the students to read the textbooks thoroughly.

File Description	Documents
Paste link for additional information	https://www.kandrarkkmahavidyalaya.org/content-gen.php?page_id=104
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://www.kandrarkkmahavidyalaya.org/sample_admin/upload/news/AQAR-report-2019-2020-FINAL.pd
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
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

The importance of gender sensitization in institutions has been recognized as an important part of all policies outlining quality education and creating healthy work as well as educational space for teachers and students. Asutosh College is a co-educational institution that has worked rigorously towards initiating measures for the promotion of gender equity. Measures like uploading Special lectures on gender sensitization on the college website and meetings with representatives of the Students' Union regarding

gender equity have been implemented. The formation of the Women's Cell for the redress of grievances of girl students has served the important purpose of providing a platform for girl students to freely participate, voice their opinions and express their issues, which has actively favored the promotion of gender equality. To ensure safety and security, CCTV cameras have been installed in the college. Separate Common Room facilities are also set up for them. The institution proposed setting up a Day Care Centre for addressing the child care crisis and provides Child Care Leave, Maternity/Paternity Leave as per Government Order.

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	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

Solid Waste is collected on a daily basis from various sources and is separated as dry and wet waste. Color-coded dustbins are used for different types of waste. All wastewater lines from toilets etc. are connected with municipal drainage mains. Waste materials like plastic and papers are collected and sold out to vendors. Efforts have been taken to produce compost manure from waste from other sources and efficiently run by the students. Manure is used

for the purpose of organic gardening. Waste related to life science departments of our college is autoclaved and discarded. The waste chemicals mixed water from the laboratory passes through concealed pipeline & recycled water is used for watering trees or non-potable usage. The E-waste collected is stored and disposed of every year accordingly. Empty toners, cartridges, outdated computers, and electronic items are sold as scrap to ensure their safe recycling. Old monitors and CPUs are repaired and reused.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

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	No File Uploaded

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

B. Any 3 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	View File

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	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).

College embraces, all irrespective of caste, creed, race, religion, and language scrupulously avoid any measures that have the least potential of fostering the sense of 'otherness'- culture or otherwise. It is just as well to mention a few scenarios that emphasize the ideal. The classes, dormitories, and playgrounds are indeed an eclectic mix of various strata of society. However, their diverse economic backgrounds do not stand in the way of their uniform sense of belonging to the college children of the same family. The student functions held in the College are opportunities to bring in close juxtaposition the talents from diverse cultures. The dance dramas, musical fusions, etc. The dance dramas, musical fusions, etc. performed by the students are veritable examples of seamless harmony arising out of the potpourris of cultures. Bhasa Dibos on 21st February is observed in such a way in the college that all linguistic groups get the opportunity to express their own linguistic glory. The overarching inclusive environment of the College, stressing as it does the essential human nature, drowns every conceivable difference traceable to the ethnicity of students.

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	View File

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

College observes Republic Day, Independence Day, Netaji Jayanti, Birthday of B.R. Ambedkar every year. Moreover, students are made aware of their responsibilities as voters and responsible citizens. The college is looking forward to a team formation for monitoring food quality in the college canteen

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

A. All 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

A number of national and international commemorative days, events, and festivals are observed by Asutosh College every year. Some of the programs celebrated during 2020-2021 are briefly described hereafte: .23 January, 2021: Subhash Chandra Bose Jayanti

Celebration 26th January, 2021: Republic Day Celebration 21st February, 2021: International Mothers' Language Day 5 June, 2021: World Environment Day 29th June, 2021: Birth Anniversary of Sir Asutosh Mookerjee Celebration July 1, 2021: Doctors' Day Celebration By Asutosh College Students Union 15th August, 2021: Independence Day Celebration 5th September, 2021: Teachers' Day Celebration

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. The Departments of the college actively organize Special Lectures and Seminars for promoting the knowledge and awareness of the students. This is considered one of the best institutional practices for it has been enhancing the academic excellence of the college. 2. The Magazine sub-committee has been taking an immense effort to publish the college magazine Dhedhiti on regular basis. This is also considered one of the best institutional practices as teachers and students submit their creative writings in this magazine.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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 is located in a rural area and so our mission is to extend the opportunity of education to the economically weaker and deprived section of the area and to provide the best possible

infrastructure to socially and economically marginalized students including female students. Once weak and slow learners are identified on the basis of classroom teaching and continuous internal tests, special classes, both theoretical and practical, are arranged for bridging the knowledge gap.

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 Introduction of P.G Courses in Bengal and Geography.
2. Renovating the college and enriching its infrastructure.
3. Plan to introduce honours in Economics and Philosophy
4. plan to conduct the NAAC visit.
5. Plan to conduct many more webinars and conferences