



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**BIRSHA MUNDA MEMORIAL COLLEGE**

VILL-PIRRAH, P.O.-HALUDKANALI DIST-BANKURA  
722140

<https://bmmcollege.org>

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**July 2024**

# **1. EXECUTIVE SUMMARY**

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## **1.1 INTRODUCTION**

Birsha Munda Memorial College was established in 2010 with the primary objective of providing higher education to the rural students of Raipur Block in Bankura district. Initially managed by the Society, the college was transferred to the first Governing Body on August 25th, 2010, and is affiliated with Bankura University.

Our college offers 10 undergraduate major courses and 10 minor courses, catering to students with diverse learning abilities, including marginalized and first-generation learners. Committed to holistic education, we aim to develop individuals with integrity, emotional and mental harmony, physical capability, social awareness, and active participation in cultural activities, nurturing them to become responsible citizens.

The academic environment is supported by a permanent teaching faculty of 6 members, along with the Principal and 15 SACTS. Additionally, our institution is upheld by 6 permanent and 1 part-time non-teaching staff members.

Birsha Munda Memorial College has consistently strived to nurture a legacy of excellence across all facets of student life. We aim to democratize access to higher education, particularly for students from economically disadvantaged, culturally diverse, and linguistically varied backgrounds, including minority and backward classes (SC, ST, OBC). The college is dedicated to empowering underprivileged segments of society through quality education, emphasizing skill-based learning within the framework of university-prescribed curricula.

### **Vision**

Our vision is to elevate Birsha Munda Memorial College into a Center of Excellence in higher education, contributing significantly to the nation's inclusive development by fostering quality human resources. We aspire to foster the holistic development of our students, cultivating dependable, honest, committed individuals with a strong value system. Our vision extends to nurturing a generation capable of contributing effectively to cultural, socio-economic, and environmentally sustainable development as responsible citizens and leaders.

The college is committed to educating not just enrolled students but entire families, aiming to propel them up the socio-economic ladder, empower rural communities, including women, and foster independent, successful citizens. We envision a democratic, secular, culturally enriched, and intellectually stimulating environment that encourages students of all backgrounds to exchange ideas and develop into responsible, productive, and conscientious team members.

## **Mission**

To disseminate higher education across large areas of South Bankura.

To promote inclusive education and development across all economic strata of society, eliminating gender bias.

To provide an ethical and professionally competent environment that contributes to a healthy and prosperous society.

To foster innovative thinking, creativity, and research skills among our students.

To optimize the utilization of available infrastructure for the sustained development of the college.

To enhance the curriculum through student seminars and enriching co-curricular activities.

To encourage higher education among women from economically disadvantaged backgrounds.

To equip students with relevant knowledge, competence, and creativity to tackle global challenges effectively.

To emphasize value-based education, cultivating modern perspectives and foresight in our graduates who can contribute to national development.

To mitigate brain drain by expanding higher education capacity to accommodate the increasing number of aspiring students in an era of universalization and globalization of education.

To promote analytical and empirical research in basic sciences, social sciences, and humanities, fostering a culture of research excellence among faculty and students.

The college administration operates through various statutory and non-statutory committees, where faculty and staff actively participate in shaping and implementing college policies through regular meetings. The institution ensures that its vision and mission are effectively communicated to students, faculty, staff, and stakeholders through various forums. The annual academic calendar and college prospectus are published and distributed during admissions, while all updates and notifications regarding curricular and co-curricular activities are promptly communicated via the college's official website: [www.bmmcollege.org](http://www.bmmcollege.org).

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

1. Sole college within a 20 km radius, serving a rural and backward area with a high population of marginalized communities, enabling empowerment through education.
2. Steady growth in infrastructure facilities.
3. Dedicated and committed faculty and staff.
4. Consistently good academic results.

5. Active community engagement and outreach activities.
6. Robust mentoring and counseling system in place.
7. MOUs with various institutions enhancing collaboration.
8. Diverse skill-based programs offered.
9. Scholarship help-desk and concessions to reduce dropouts.

### **Institutional Weakness**

1. Need for infrastructural development due to being a relatively young college.
2. Lack of diversity in faculty and students from other regions.
3. Limited financial resources and inadequate support from funding agencies.
4. Insufficient alumni participation and contribution.
5. Low research activity among faculty members.
6. Need for more collaborative and interdisciplinary research initiatives, both within the institute and with external partners.
7. Limited consultative and placement opportunities for students within the campus.
8. Lack of transportation facilities.

### **Institutional Opportunity**

1. Opportunity to further serve and empower marginalized communities.
2. Potential for implementing ICT-enabled teaching methods.
3. Expansion of skill-based programs to meet market demands.
4. Programs involving active participation from local communities.
5. Potential for funded research in agriculture and environmental studies.
6. Enhancement of e-content resources for virtual learning integration.
7. Inclusion of first-generation learners in mainstream education.
8. Increased opportunities for field visits, industrial tours, and study trips for students.

## **Institutional Challenge**

1. Majority of students from rural areas with varying learning abilities.
2. Striving to meet high educational standards under resource constraints.
3. Financial challenges exacerbated by the current pandemic.
4. Difficulty in securing placements for students in a limited job market.
5. Issues such as early marriages and dropout rates among tribal communities.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

Birsha Munda Memorial College adheres to Bankura University's regulations and curriculum guidelines, implementing the Choice Based Credit System (CBCS) in semester format for undergraduate programs including B.A. General and Honours courses. The curriculum integrates cross-cutting themes such as Gender, Environment and Sustainability, Human Values, and Professional Ethics. The Academic Committee prepares the annual Academic Calendar aligned with university schedules, ensuring coordinated curriculum delivery through oversight by the Academic, Examination, Routine Committees, and IQAC. The college emphasizes co-curricular activities, outreach programs, and commemorative events to enrich student development across various dimensions.

### **Teaching-learning and Evaluation**

The college ensures transparency in online admissions, adhering to State Reservation norms for SC/ST/OBC students. An induction program initiates students into college life, supported by mentoring and counseling services. The college seamlessly integrates traditional and e-learning methodologies, employing platforms like Google Meet for online classes and teleconferencing during the pandemic. With 20 classrooms equipped with basic furnishings and campus-wide WIFI, the institution emphasizes learning outcomes, accessible syllabi, and online library resources. The student-teacher ratio stands at 18:1, with a significant percentage of faculty pursuing Ph.D. studies. Internal assessments, tutorial classes, and tailored academic support cater to diverse learning needs, reflecting in the moderate pass rates across streams in recent years.

### **Research, Innovations and Extension**

Faculty engagement in Ph.D. pursuits contributes to UGC-recognized publications, alongside organizing national seminars and community-focused extension activities through NSS initiatives. During the pandemic, the college proactively engaged in community service, distributing sanitizers and involving local children in college activities.

### **Infrastructure and Learning Resources**

Spread across 5.5 acres, the college features a built-up area with ICT-enabled classrooms and seminar halls equipped with smart boards and LCD projectors. Comprehensive WIFI connectivity, a well-stocked library accessible online, and ongoing efforts to convert the Women's Hostel into additional classrooms highlight infrastructure development. Sports facilities, CCTV surveillance, and environmental initiatives like solar lighting and rainwater harvesting enhance campus sustainability.

### **Student Support and Progression**

Adhering to state reservation policies, the college enjoys strong community goodwill, ensuring satisfactory student enrollment and pass percentages. Financial aid schemes and government scholarships support student progression, contributing to overall student welfare.

### **Governance, Leadership and Management**

Governed by a representative Governing Body, the college decentralizes management through committees like Academic, Finance, and Purchase Committees, Teachers' Council, IQAC, and departmental heads, ensuring effective administration and academic planning. Regular monitoring and evaluation via stakeholder feedback and departmental reports facilitate ongoing institutional development.

### **Institutional Values and Best Practices**

Promoting equity, inclusivity, social awareness, and basic human values, the college conducts environmental audits and upholds safety measures for students. Active student participation in NSS, Green Club activities, and observance of commemorative days underscore commitment to community service and social responsibility. The college's eco-friendly campus supports online teaching-learning processes, facilitating skill-based course integration and value-added initiatives in collaboration with external agencies.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	BIRSHA MUNDA MEMORIAL COLLEGE
Address	Vill-Pirrah, P.O.-Haludkanali Dist-Bankura
City	BANKURA
State	West Bengal
Pin	722140
Website	<a href="https://bmmcollege.org">https://bmmcollege.org</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Anjali Mondal	03243-250209	9735221536	-	bmmcbu@gmail.com
IQAC / CIQA coordinator	Biswanath Mahapatra	-	7908632047	-	iqacbmmc@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
West Bengal	Bankura University	<a href="#">View Document</a>
West Bengal	University of Burdwan	<a href="#">View Document</a>

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Vill-Pirrah, P.O.-Haludkanali Dist-Bankura	Rural	5.5	1403

## 2.2 ACADEMIC INFORMATION



<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA,Bengali,	36	HIGHER SECONDARY	Bengali	90	79
UG	BA,Santali,	36	HIGHER SECONDARY	Bengali,Sanskrit	82	18
UG	BA,History,	36	HIGHER SECONDARY	English + Bengali	89	14
UG	BA,English,	36	HIGHER SECONDARY	English	47	0
UG	BA,Political Science,	36	HIGHER SECONDARY	English + Bengali	47	0
UG	BA,Physical Education,	36	HIGHER SECONDARY	English + Bengali	100	33
UG	BA,Sanskrit,	36	HIGHER SECONDARY	Bengali,Sanskrit	40	2
UG	BA,Geography,	36	HIGHER SECONDARY	English + Bengali	25	2
UG	BA,Education,	36	HIGHER SECONDARY	English + Bengali	40	10
UG	BA,Philosophy,	36	HIGHER SECONDARY	English + Bengali	40	9

### **Position Details of Faculty & Staff in the College**

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				0				22			
Recruited	0	1	0	1	0	0	0	0	18	2	0	20
Yet to Recruit	0				0				2			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				8
Recruited	7	0	0	7
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	0	0	0	2	0	0	3
M.Phil.	0	0	0	0	0	0	3	0	0	3
PG	0	0	0	0	0	0	13	2	0	15
UG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	1		0		1

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	72	0	0	0	72
	Female	95	0	0	0	95
	Others	0	0	0	0	0

**Provide the Following Details of Students admitted to the College During the last four Academic Years**

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	5	18	9	7
	Female	7	11	13	15
	Others	0	0	0	0
ST	Male	14	14	11	11
	Female	20	22	25	25
	Others	0	0	0	0
OBC	Male	17	27	7	15
	Female	13	16	39	30
	Others	0	0	0	0
General	Male	36	60	33	41
	Female	55	87	93	72
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		167	255	230	216

**Institutional preparedness for NEP**

1. Multidisciplinary/interdisciplinary:	Our college has always strived for a multidisciplinary approach in its academic as well as co-curricular activities. Students are encouraged to undergo student projects in the Multidisciplinary/ Interdisciplinary
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	mode by formulating teams from different courses. This is specifically done for Environmental Studies.
2. Academic bank of credits (ABC):	As we are an affiliated college under Bankura University, this has to be decided by the affiliating university.
3. Skill development:	We follow various skill development programmes on below mentioned topics: 1. Soft skills 2. Language and communication skills 3. Life skills (yoga, physical fitness, health and hygiene) For example College organize some programs to develop the soft skills of students from the A.Y. 2022-23. In this regard a recitation program has been arranged by Dept. of Bengali on 20/10 /2022 at 12 p.m. in Seminar Hall. The decided topic was “Adhunik Yuger Kabita”.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Indian Knowledge system will include knowledge from ancient India to modern India and a clear sense of India’s future aspirations about education, health and environment. We are presently carrying out our teaching-learning system in Bengali and English. Sanskrit, the mother of North Indian languages and a repository of ancient Indian knowledge and wisdom, is offered as a subject in the Honours and General courses at the undergraduate level. We have also initiated weekly classes for a Certificate course in Spoken Sanskrit in collaboration with the same organization. Another Indian language, Santali, widely used by the local Adivasi community, is taught in the Honours and General courses at the undergraduate level as well.
5. Focus on Outcome based education (OBE):	We have well-defined Programme Outcomes (PO), and Course Outcomes (CO) on our website and in prominent places in the departments. Teachers are well oriented at the beginning of the academic session regarding these outcomes by the Academic Committee and IQAC.
6. Distance education/online education:	Institute has successfully imparted all its courses’ content delivery in online mode using social media to communicate with the students, online classes using Google meet, e-library, etc. during the Pandemic (COVID-19) and also conducted online examinations successfully.

**Institutional Initiatives for Electoral Literacy**

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	We are willing to establish Electoral Literacy Club (ELC) but not able to do so till that session.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	We are willing to establish Electoral Literacy Club (ELC) but not able to do so till that session.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	We are willing to establish Electoral Literacy Club (ELC) but not able to do so till that session.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	We are willing to establish Electoral Literacy Club (ELC) but not able to do so till that session.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	We are willing to establish Electoral Literacy Club (ELC) but not able to do so till that session.

## Extended Profile

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### 1 Students

#### 1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
162	233	217	210	241

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 2 Teachers

#### 2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 24

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
22	21	22	22	19

### 3 Institution

#### 3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
8.89	6.46	6.19	11.70	12.62



File Description	Document
Upload Supporting Document	<a href="#">View Document</a>

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1

**The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment**

**Response:**

The Birsha Munda Memorial College ensures effective curriculum delivery through a well-planned and documented process. The College has one Principal and 5+15 permanent teachers for catering to the teaching-learning process, i.e, for effective curriculum delivery as framed by the affiliating university.

At the outset of the new academic session, meetings are organized with all the faculties of the college under the banner of the Teachers' Council and with all HODs/In-Charges in the **Academic sub-committee** to chalk out concrete plans for effective curriculum delivery. In these meetings, the College **Academic Calendar** of the year is prepared in compliance with the Academic Calendar issued by Bankura University. Each department prepares its own **teaching plan** accordingly. The changes in the syllabus notified by the university and the changes of regulation, if any, are discussed and noted. The entire process is kept under the supervision of the Principal and is documented by the convener, Academic Committee and Secretary, Teachers' Council. IQAC monitors the entire process.

**The routine Committee and Examination Committee** work towards the achievement of goals as stated in the academic calendar. Periodical class assessments are done and reviewed to assess the understanding level of the students and feedback taken from students and parents is also taken into consideration. Remedial classes and special lectures are planned accordingly.

All the faculties adopt modern teaching and learning methods along with **traditional chalk and talk methods for** curriculum delivery. They are well versed in their respective fields of study. All the departments have been used **LCD projectors for PowerPoint presentations**. Besides these, all departments have smart classrooms which can be used by the teachers for ensuring effective dissemination of information to the students. The entire campus is under WIFI. **Student Seminars and group discussions are also arranged.**

**In pandemic situation**, the college has used social media- WhatsApp groups pages to communicate with staff and students whereas Google meet, and official YouTube channels are used as teaching tools.

Moreover online System along with e-books in access for students has been effectively used in curriculum delivery.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1

**Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)**

**Response:** 4

File Description	Document
List of students and the attendance sheet for the above mentioned programs	<a href="#">View Document</a>
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Evidence of course completion, like course completion certificate etc. Apart from the above:	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 1.2.2

***Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years***

**Response:** 14.68

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
156	0	0	0	0

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 1.3 Curriculum Enrichment

#### 1.3.1

*Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum*

#### Response:

Birsha Munda Memorial College, affiliated to Bankura University integrates crosscutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics to understand current issues both nationally and globally. A sense of bonding and belonging together, and respect for the values and traditions are promoted. These are the ingredients of the art of living together which fosters a wholesome community orientation.

College follows a curriculum wherein several undergraduate and postgraduate programmes incorporate their course topics which cover gender issues, Environment ethics and Human values.

#### Gender Issues

University **curricula** include the following areas related to gender issues. To spread awareness among the girls students, a special paper as prescribed in the syllabus on Women's Writing (For example in English literature, Sem-V, CC - 12, Philosophy, GE - 2, Political Science- semester 1, CC - 1 ) is taught in classes to spread knowledge of women's rights, patriarchal oppression, etc. The college makes continuous efforts to impart social and moral and cultural values through **Extracurricular Activities**. International Women's Day is celebrated with enthusiasm to make each student proud and happy of being a woman. Poster competitions and cultural activities involving girl students depicting women's power are organized. Women who have contributed greatly to the well-being of society like health personnel, police personnel, and administrative officials are felicitated by the Women's Cell and IQAC of the college. The students also attend programmes on gender sensitivity. Lectures are also organized on

Pandit Vidyasagar and his efforts for the upliftment of women.

### Environmental ethics

As per the University **curricula**, the College offers courses on **Environmental Studies**. The College conducts regular awareness programmes toward environmental conservation.

The College has a lush green campus with facilities like, Solar power and vermicomposting units. Students are made to visit these facilities to explain to them the utilities of these projects in Environmental management.

The College conducts green audits involving students, projects in Environmental studies on various environmental parameters of the campus are conducted to increase awareness related to environmental issues.

Important days like World Environment Day, Vanamahotsava, and others are celebrated and awareness programmes are conducted as a part of extracurricular activity.

File Description	Document
Provide Link for Additional information	<a href="#">View Document</a>

### 1.3.2

**Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)**

**Response:** 14.2

**1.3.2.1 Number of students undertaking project work/field work / internships**

Response: 23

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1**

*Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website*

**Response:** A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

<b>File Description</b>	<b>Document</b>
Feedback analysis report submitted to appropriate bodies	<a href="#">View Document</a>
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	<a href="#">View Document</a>
Action taken report on the feedback analysis	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1

##### Enrolment percentage

**Response:** 37.1

##### 2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
167	255	230	216	245

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
600	600	600	600	600

#### File Description

#### Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

#### 2.1.2

*Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years*

**Response:** 35.26

##### 2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
76	107	102	101	90

### 2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
270	270	270	270	270

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	<a href="#">View Document</a>
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule ( Translated copy in English to be provided as applicable)	<a href="#">View Document</a>

## 2.2 Student Teacher Ratio

### 2.2.1

**Student – Full time Teacher Ratio**  
(Data for the latest completed academic year)

**Response:** 7.36

## 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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process**

**Response:**



Birshna Munda Memorial College enhances the learning experience of students by adopting student-centric methods like experiential learning, participative learning and problem-solving methodologies both inside and outside the classroom.

### **Experiential learning**

Department-specific activities like one-day field trips, study tours, , industrial and institutional visits, which are part of the curriculum of Bengali, Geography, Education, etc.

Laboratory demonstrations other than practical classes are done in some subjects.

### **Participative Learning**

Group discussions and field visits.

Departmental Student Seminars are organized.

Quiz contests, Recitation

Projects, Internships, and Poster Presentation

Students are encouraged to participate in various co-curricular activities

Seminars are organised to give the students exposure to the work and views of leading experts, academicians, artists and activists on different societal and environmental issues.

In the pandemic situation, the college has a teleconference for effective delivery of study materials, assignments, and recorded classes., Google platform have been used. Through our own YouTube channel and by using the Students' Whatsapp and Telegram group we have facilitated the teaching.

Students actively participate in co-curricular and outreach activities organised by various committees of the college.

Departmental student seminars are conducted at the discretion of the departments even though assessments for seminars are not featured in the syllabus.

Students participate in organising events and festivals like Freshers' meet, Farewell parties Cultural programmes, Teacher's Day programmes, etc. at the multipurpose hall of the college.

During the Annual function, in cultural contests, students showcase their talents in the fields of sports, culture, and literary arts. Students also actively take part in the University Students' Youth festival where they get to compete with their peers from other colleges. Students are encouraged to participate in

various competitions at the state platforms and have brought many laurels to the college.

Students are encouraged to contribute to the college magazine ..... and also encouraged to participate in poster presentations on current topics.

Students take part in several extra and co-curricular activities like Cleanliness drive, tree-planting, maintaining the herbal garden, and Yoga to keep fit programmes.

Student volunteers of the college formed a COVID19 Help Group during the Covid lockdown period for social extension services for the local community.

Recognising the importance of skill development, add-on courses have been introduced. These include certificate courses in English (30 hours), Bengali and (one year) Automotive Technician (3 months), and Information Technology (3 months).

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1

#### Percentage of full-time teachers against sanctioned posts during the last five years

**Response:** 92.98

#### 2.4.1.1 Number of sanctioned posts year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
24	23	24	24	19

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	<a href="#">View Document</a>

**2.4.2**

***Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)***

**Response:** 41.51

**2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
12	9	9	9	5

**File Description****Document**

List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.

[View Document](#)

Institution data in the prescribed format

[View Document](#)

Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities

[View Document](#)

**2.5 Evaluation Process and Reforms****2.5.1**

**Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient**

**Response:**

Birsha Munda Memorial College comes under Bankura University and is guided by regulations formulated by the University in all the matters pertaining to syllabi, examination, and evaluation.

Our College has a transparent and continuous internal assessment system. Marks in each paper are awarded through Internal Assessment and the rest are awarded by the university. The University appointed examiners assess on the basis of the performance of students in semester-end examinations.

The internal assessment system is recommended by both University and UGC(CBCS). A student needs to attend at least 75% of attendance in order to appear at the end semester examination. 10 marks are allotted for Internal Assessment of core courses and 5 marks for skill enhancement courses. 5 marks are awarded on the basis of class attendance conducted by the concerned teachers.

The details of the Internal Assessment are described on the college website and in the college prospectus. Students are also informed about the criteria for internal assessment and continuous evaluation during the departmental meeting. It is also reiterated by teachers from time to time during regular classes. Students are also informed about the date and syllabus of the test through the Whatsapp and Telegram group and the official Facebook page.

The performance of the students in Internal Assessments is discussed with the students and suggestions are also shared with them. In some subjects, marks are awarded on the basis of assignments, presentations, and projects.

During the pandemic, Learning Management System has been effectively used to conduct online tests, Whatsapp groups and official Facebook is used for communication, and students sent their exam sheets through emails to their respective teachers. Google forms have also been used during this to evaluate their knowledge.

An Academic Committee is formed by the Administrator/ Governing Body having a representative from each department who monitors and regularizes the teaching-learning process and other examination procedures. The decisions and schedules finalized in their meetings are communicated to each and every department which then finalises the evaluation schedules in Examination Committee meetings and Departmental meetings. Students are informed through website, notice boards, WhatsApp groups, and official Facebook page.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

### 2.6.1

*Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website*

**Response:**

The **learning outcomes - Programme Outcome (PO), Programme Specific Outcome (PSO), and Course Outcome (CO)** of the courses offered are highlighted at the outset on the college **Website** and **Prospectus** to make all the stakeholders, especially the students, aware of the objectives of the different courses offered and specific learning outcomes that are expected from each course when they become graduates.

The Admission Committee with its online services helps the students to understand the programme and course outcomes so that the decision making process of the students while choosing their courses becomes streamlined.

At the beginning of the course, each department in its **induction programme** emphasizes the programme and course outcomes.

Hard copy and soft copy of the syllabus and learning outcome is available in each department. Hard copy of the learning outcome is displayed prominently in the department.

During faculty meetings in the department and after the completion of each paper/unit, the outcomes are reviewed.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

**2.6.2**

*Attainment of POs and COs are evaluated.*

**Explain with evidence in a maximum of 500 words**

**Response:**

During the course of study, students are made to inculcate the core values of a responsible citizen and nurture ethical values by creating a holistic environment both inside and outside the classrooms.

College makes all efforts to create an environment so that teamwork, professional ethics, love for nature, and empathy for all creatures are practiced by the students.

An **Academic Calendar** drafted centrally based on university guidelines and a **Teaching Plan** prepared at the departmental level ensures that the lectures/classes are oriented towards the fulfillment of course outcomes and the syllabus is completed on time. Regular departmental meetings to monitor the progress of the teaching-learning process are done.

Direct methods to assess the learning outcome of the students are done based on their performance in-class tests, group discussions, student seminars, and internal assessments.

The **Feedback** mechanism and **Grievance Redressal System** also emphasize curriculum delivery and infrastructural facility made available to the students and problems/grievances (if any) are resolved in IQAC and Academic Committee meetings.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

### 2.6.3

#### Pass percentage of Students during last five years (excluding backlog students)

**Response:** 60.96

#### 2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
30	119	113	43	12

#### 2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
122	119	120	72	87

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format	<a href="#">View Document</a>
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	<a href="#">View Document</a>
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1

**Online student satisfaction survey regarding teaching learning process**

**Response: 3.52**

<b>File Description</b>	<b>Document</b>
Upload database of all students on roll as per data template	<a href="#">View Document</a>

## Criterion 3 - 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 last five years (INR in Lakhs)*

**Response:** 0

**3.1.1.1 Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

#### File Description

#### Document

Institutional data in the prescribed format

[View Document](#)

### 3.2 Innovation Ecosystem

#### 3.2.1

**Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident**

**Response:**

The college established the enabling eco system for innovations and transfer of knowledge to the students and to the community. The following are the practices in the college for ensuring the above Supporting the faculty to participate in various workshops, seminars, FDPs, Refresher and Orientation courses.

Encourage the faculty to pursue innovative courses.

Encouraging them to pursue Research, get research projects and publish research papers . Encouraging the faculty to share their acquired knowledge and research output with the students. Encourage the Departments and faculty to take up innovative activities. The Faculty published research papers and shared the output with the students . One member of the faculty is involved in the revised CBCS curriculum design .

The students were actively involved in all the above activities and were imparted practical knowledge



and training to pursue in future. The Local community was also educated about these activities

File Description	Document
Upload Additional information	<a href="#">View Document</a>

### 3.2.2

*Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years*

**Response:** 3

**3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	1	2	0	0

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 3.3 Research Publications and Awards

### 3.3.1

**Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**

**Response:** 0.13

**3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	2	1	0	0

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	<a href="#">View Document</a>
Link to re-directing to journal source-cite website in case of digital journals	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 3.3.2

**Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**

**Response:** 0.25

**3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	4	0	2

File Description	Document
List of chapter/book along with the links redirecting to the source website	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	<a href="#">View Document</a>

## 3.4 Extension Activities

### 3.4.1

**Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.**

**Response:**

The college has a rich history of engagement and contribution to the local community since its establishment, transcending the conventional boundaries of the teaching-learning process. The institution

has actively involving students and aiming to broaden and deepen their awareness, sentiments, and compassion towards society, ecology, and the environment. Here are glimpses of activities conducted under the supervision of the N.S.S. units of the college and active participation of department of physical education:

### **Under the supervision of NSS:**

Health Campaign

Awareness Programme Rallies

Save Drive Save Life

Self Defense and Yoga Training

Adopted Village Programme

Plantation Programme

College Cleaning programme : Cleaning programs at college campus

Blood donation camp

World Aids Day : Spreading awareness about the disease.

Youth day

Netaji Birth Day

Republic Day

World Cancer Day : Spreading awareness about the disease.

Womens Day

Matri Bhasha Dibas

Thalassemia Awareness Program: Spreading awareness about the disease.

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### **3.4.2**

**Awards and recognitions received for extension activities from government / government recognised bodies****Response:**

The institution has actively involving students and aiming to broaden and deepen their awareness, sentiments, and compassion towards society, ecology, and the environment. But no such award and recognitions received from government / government recognised bodies.

**3.4.3**

*Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.*

**Response:** 6

**3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
6	0	0	0	0

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**3.5 Collaboration****3.5.1**

*Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last*

*five years.*

**Response: 6**

<b>File Description</b>	<b>Document</b>
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	<a href="#">View Document</a>
List of year wise activities and exchange should be provided	<a href="#">View Document</a>
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

#### 4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

#### Response:

The journey of Birsha Munda Memorial College started Fourteen years back with minimum infrastructure and physical facilities. Within a few years, the college has been equipped with a well-maintained Administrative Building, Classrooms, Laboratories, Smart Classroom, Library, Seminar Hall, ICT-enabled classroom, Separate Common Rooms for Boys & Girls with indoor game facilities, and computing equipment to adopt to the futuristic Education System.

There are a total of 10 Wi-Fi-enabled well-furnished classrooms with optimum electricity facilities, more than at 100 benches for students, good quality large whiteboards, and other necessary materials to impart knowledge to students. Out of total classrooms, 1 ICT enable classrooms out of which one smart classrooms.

In front of each department, there is a notice board from where students can access their class routine and academic information, also a magazine board where students display their creative writings, and attractive paintings which bring forth their hidden talents.

There are one (01) water coolers to provide RO purified cold drinking water to students and staff. The college possesses a large (40×27 sq. ft.) well-furnished, Online- access central library with more than 15323 books, e-books, e-journals, magazines, and weekly and daily newspapers (both English & Bengali). There is an e-learning room and one reading room with 100 students capacity. Each department also has a seminar library.

Thus, all these facilities are provided to the students to keep pace with modern technology.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 4.1.2

**Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years**

**Response:** 88.01

**4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
7.42	5.49	6.03	10.39	11.03

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

### 4.2.1

*Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students*

**Response:**

#### **Salient features of Library Management Software**

Circulation management

OPAC (Online Public Access Catalogue) Cataloguing of books

Discharging of students

Bar coding of books & patron card

Different reports on circulation statistics, patron details, discharge details

**Library opening hours:**

For regular college students 10:30 AM to 3 PM

**Library collections:**

3200books.

**Digital Library & E-resources:**

Digital Library software - DSPACE where about 1000 books are repositied. Subscribed to 6293+ e-journals, and 212009+ e-books through NLIST.

Institutional repository with publications of faculty members.

**WEB OPAC:**

Central Library has WEB OPAC. It is the online public access catalogue which is accessed remotely

In OPAC students can search the catalogue of books, and e-resources & can manage their accounts personally.

Through OPAC students can suggest their required books.

**Reading Room:**

Reading room dimension 1200 (sq.ft.) Adequate Furniture and racks

Separate Teachers reading room Free Wi-Fi zone

**Searching zone:**

Central Library has a separate zone for OPAC search

**Departmental Library:**

College has departmental libraries.

books are available in the departmental libraries Departmental students can access the departmental Library

**Question Banks:**

Central library has an old question paper repository Question papers are also available in bound volume

**Books Bank:**

Book Bank has been created for poor and meritorious students where students can keep the book for the



entire semester.

### Reprography:

Dedicated Xerox machine for the library. Students can Xerox at a nominal rate.

### Orientation Program:

Central Library organise Library Orientation Program for the new students in each year.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 4.3 IT Infrastructure

### 4.3.1

**Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection**

*Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words*

#### Response:

The college has adequate IT facilities for learning management and administrative services. IT facility is well maintained and updated regularly.

#### Wi-Fi Bandwidth

2018-2022.....(There are two connections each of 150 Mbps)

#### IT Facilities

Desktop and Laptop Facility

10 Desktops and 3 laptops

One intel i5 (6th gen) PC used as language lab server (8th gen) core i3

(10th gen) core i3 dual-core

One server and terminals with separate headphones, internet connection, and Wordsworth software in

language lab for improvement of Speaking, Listening, Reading, and Writing skills of English language.

### **Printing facility**

01 scanners

5 printer with a Wi-Fi facility LaserJet printers.

01 color inkjet printers.

01 Xerox machines with network print facility

### **Wire telephonic communication**

Voice Over IP inter-cum facility for administrative purpose

### **Power backup facility**

one UPS (3.6 KV) and 136 UPS (0.75 KV)

one 25 VK and one 40 KV diesel generator

### **Audio-visual learning facility**

1 smart classrooms with adequate IT facilities like the digital display. 32 2projectors for all departments

02 notice boards

01 classroom with sound system

### **Security surveillance facility**

24 HD CCTV camera 32 IP CCTV camera

### **Wi-Fi Facility**

Free Wi-Fi access is provided for staff and students.

### **LAN connection**

Sufficient Wired internet connection point is available for both academic and administrative purposes.

### **IT facility in the library**

online library Free WIFI zone

Separate OPAC search zone

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**4.3.2****Student – Computer ratio (Data for the latest completed academic year)****Response:** 16.2**4.3.2.1 Number of computers available for students usage during the latest completed academic year:**

Response: 10

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	<a href="#">View Document</a>
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**4.4 Maintenance of Campus Infrastructure****4.4.1**

*Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)*

**Response:** 16.35**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
0.70	0.37	2.15	1.68	2.60

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format	<a href="#">View Document</a>
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1

*Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years*

**Response:** 100

**5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
162	233	217	210	241

#### File Description

#### Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

#### 5.1.2

*Following capacity development and skills enhancement activities are organised for improving students' capability*

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

**Response:** B. 3 of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 5.1.3

**Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years**

**Response:** 0

**5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>

### 5.1.4

*The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases*

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

**Response:** B. 3 of the above

<b>File Description</b>	<b>Document</b>
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	<a href="#">View Document</a>
Proof related to Mechanisms for submission of online/offline students' grievances	<a href="#">View Document</a>
Proof for Implementation of guidelines of statutory/regulatory bodies	<a href="#">View Document</a>
Details of statutory/regulatory Committees (to be notified in institutional website also)	<a href="#">View Document</a>
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1

**Percentage of placement of outgoing students and students progressing to higher education during the last five years**

**Response:** 1.89

**5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	2	1	3

**5.2.1.2 Number of outgoing students year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
30	119	113	43	12

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	<a href="#">View Document</a>
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 5.2.2

*Percentage of students qualifying in state/national/ international level examinations during the last five years*

**Response:** 0.19

**5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	1	0	0

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 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 last five years**



**Response:** 0

**5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

**File Description****Document**

Institutional data in the prescribed format

[View Document](#)**5.3.2**

**Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)**

**Response:** 0.6

**5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
3	0	0	0	0

**File Description****Document**

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

## 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**

**Response:**

The Alumni Committee strives to strengthen the bonds between our Alumni, faculty, and students by

providing opportunities to share knowledge and experience, facilitating the exchange of quality ideas and perspectives. It acts as a bridge and creates an unbreakable bond between the alumni and the college. Unfortunately, it is under process in our college. we are thinking of creating the association and going to take all necessary steps of creation.

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1

*The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.*

#### **Response:**

#### **Vision:**

The vision of the institution is to achieve excellence in higher education, empowerment through knowledge, inclusive growth for socio-economic change, and sustainable development. Our Institution earnestly endeavors not only towards enlightening the pupil but also for their holistic improvement into responsible citizens and exemplary human beings. So the College aims to mould leaders who are intellectually competent, morally upright, psychologically integrated, physically healthy, and acceptable to society, who will champion the cause of justice, truth, and peace, and who are open to further growth.

#### **Mission:**

The mission of the college is to raise the college as “A centre of excellence committed to the perfection of the human personality”. Our mission is to impart quality education and help students excel in their area of interest thereby equipping them to cope with the latest requirements, through innovative techniques and practices. We are convinced that proper education is the best resort to uplift the youth in the rural areas and educationally backward Birsha Munda Memorial College minority community and we are committed to extension of meaningful education to them. We have the mission

to ensure quality of education.

to inculcate self-confidence and morality through value-based education.

to make our students energetic and vigorous to face the challenges to come. to make them socially committed and flexible to global changes.

to make them confident and self-sufficient.

The maximum students of in our college are girls. We have a mission to educate, empower and emancipate them, and making them capable not only for individualistic growth but for financial independence also. The vision and mission of the institution is a reflection of the objectives of the National policies on higher education, in moulding human resources to meet contemporary challenges. The institution follows a three- fold system with academic, co-curricular and extra-curricular programs. The academic design is based on enhancing and empowering the knowledge base of the students. Our

vision and mission are in brief:

- Pursuit of Excellence.
- Social Responsibility.
- Love for fellow beings.
- Moral uprightness.

To attain the stated vision and mission, the College has a well-defined organizational structure, which can be divided into two parts on the basis of functions normally performed for the effective management of the college. 'Formulation of Plan' is one part and 'Execution of the Plan' is the other one. The principal is the academic and administrative head of the college and is the chairperson of all subcommittees.

### **Governing Body/Administrator and Various Sub-committees**

Formulation of policies, strategies, and plans is normally done by the Governing Body/ Administrator. Principal, after consultations with the HODs of different Departments and various committees constituted by the Governing Body and Teacher's Council of the college presents to the GB/Administrator proposals/ plans for discussion and necessary approval.

### **IQAC**

IQAC conducts the meeting and takes decisions regarding initiatives to be taken for academic development and related activities. The resolutions are forwarded to G.B/Administrator whenever necessary for implementation.

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## **6.2 Strategy Development and Deployment**

### **6.2.1**

*The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc*

#### **Response:**

The Principal is the academic and administrative head of the institution. However, for effective administration and efficient implementation of the academic activities, efforts to decentralize the management are being made through Heads of Departments, and several committees comprising of Teaching Faculties, non-teaching staff as members. The college has a mechanism for delegating authority and providing operational autonomy –Committees and cells are formed with members who are

apt/specialised for taking charge of specific events or activities Conveners/co-coordinators and the members are authorized to plan and organize academic programmes and events. The IQAC ensures effective planning and implementation of academic activities through regular meetings and reviewing of these activities.

The Governing Body, as the highest policy making body, is at the top of the structure, representing different cross-sections of population and provides overall guidance/supervision and a deliberate framework. considering the suggestions and recommendations of the various sub-committees. The Administration while dealing with academic matters gives weightage to the recommendations of the Teachers Council and various sub-committees.

The statutory Bodies of the college are-

The Governing Body.

Academic Sub-Committee. Finance Sub-Committee.

Purchase Sub-Committee. Building Sub-Committee. The Teachers Council.

**Various committees** in the college help in monitoring and facilitating several academic and administrative functions. The decentralization of power is evident from these committees, some of them are statutory and the others are non-statutory in nature. The list of committees is given below:

1. Admission Committee
2. Anti-Ragging Committee
3. Committee for Prevention of Sexual Harassment
4. Grievance Redressal Cell
5. Internal Quality Assurance Cell
6. Research Sub-committee
7. Student Council
8. Routine Sub-committee
9. Cultural Sub-committee
10. Sports Sub-committee
11. Canteen Sub-committee

12. Service book, Pension and Arrear committee

13. Students Aid fund committee

14. Library Committee

Teaching and non-teaching members are incorporated in each of this committee and some have representatives from the students.

### **Major strategies for decentralization and participative management**

Regular Departmental meetings headed by Heads of the Departments

Regular meetings of Various subcommittees like the Academic Committee and IQAC Feedback collection and analysis for stakeholders

Principal meets all stakeholders including students every day and visits departments

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Institutional perspective Plan and deployment documents on the website	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### **6.2.2**

*Institution implements e-governance in its operations*

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**

**Response:** A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	<a href="#">View Document</a>
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	<a href="#">View Document</a>
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 6.3 Faculty Empowerment Strategies

#### 6.3.1

**The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression**

**Response:**

The college has a number of welfare measures for teaching and non-teaching staff.

Faculty members are deputed to attend Orientation and Refresher Programme 'on duty'. Casual leave, Maternity leave, Medical leave, and Earned leave are permitted.

Employees Provident Fund scheme is implemented for Casual non-teaching staff. Fund provided for the non-teaching staff as interest-free loan in case of exigency. Employees Credit Co-operative society need to be open.

Gymnasium facility for staff.

Training program for non-teaching staff organized for professional development.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 6.3.2

**Percentage of teachers provided with financial support to attend conferences/workshops and**

**towards membership fee of professional bodies during the last five years****Response:** 0**6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

**File Description****Document**

Institutional data in the prescribed format

[View Document](#)**6.3.3**

*Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years*

**Response:** 9.43**6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
6	1	0	1	2

**6.3.3.2 Number of non-teaching staff year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0



File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Copy of the certificates of the program attended by teachers.	<a href="#">View Document</a>
Annual reports highlighting the programmes undertaken by the teachers	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1

**Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)**

#### Response:

The accounts of the college are audited regularly and it is updated from 2010-11 to 2022-23; internally by auditors nominated by the Governing Body of the college and externally by Government Auditors nominated by the Department of Higher Education, Govt. of West Bengal. The audit reports are also placed before the Governing Body for necessary analysis.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities**

**Response:**

IQAC has contributed by better coordination and communication to the departmental heads at the beginning of each academic session to coordinate work allotments of teachers is done by the IQAC so that teachers with specialized skills are utilized optimally for duties in other departments as well, beyond their departmental obligations, so as to benefit students of other departments as well.

The IQAC's made all-round effort to motivate teachers to constantly update their teaching methodologies and skills with the changing times. In the pandemic situation, the introduction of e-teaching-learning and evaluation process-.....LMS, DSPACE etc enhances the quality of knowledge management of the students. In spite of the rural setting, the college has made infrastructural revamping and provided encouragement and training to teachers so that they are able to upgrade themselves for utilisation of these tools for teaching to the students.

The IQAC makes a concerted effort to coordinate such activities for enhancing the teaching-learning process and interdepartmental cooperation. Implementation of e-teaching-learning and evaluation process by using the latest ICT tools and teaching aids.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**6.5.2****Quality assurance initiatives of the institution include:**

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

**Response:** B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	<a href="#">View Document</a>
NIRF report, AAA report and details on follow up actions	<a href="#">View Document</a>
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	<a href="#">View Document</a>
Link to Minute of IQAC meetings, hosted on HEI website	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1

**Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.**

*Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words*

#### **Response:**

The discipline committee and IQAC of our college formulate the annual plan to implement gender equity in principle and practice. The College organizes seminars, discussions, outreach activities and workshops on gender issues, with awareness about laws against sexual abuse, sexual harassment in the workplace, women's rights and domestic violence, POSCO, etc. Seminars and workshops on Women and Human rights are organized with the help of reputed advocates. The following initiatives have been taken.

#### **Facilities and provisions for the safety and well-being of girl students**

There is a separate common room for female students with all necessary facilities.

Lady Attendant is provided in the Girl's Common Room.

26 HD & 29 IP CCTV cameras are installed at college gates and all corners of the campus for the continuous surveillance of the premises for heightening security in the college.

Security guards are stationed at college gates and at least two guards in different locations on the campus.

Help Desk is run by the women employee in the office for girls Students

Helpline for Girl students is displayed throughout the campus, displayed on the website and also circulated through social media so that they reach all girl students of the college.

Sanitary Napkin vending machines and incinerators are installed in Girl's toilets.,,,,,,,,,,,,,,,,,,,,,,

Self-defence Martial Art training programs for students are organised regularly.

Security at the Girls' Hostel is also strictly maintained. The resident lady superintendent along with full-time teachers acting as super of the Girls' Hostels monitor the security of the boarders. Separate Lady attendant for Hostel.

ID Cards are issued to the students to prevent the entry of outsiders.

#### **Strict monitoring of gender equity**

The college has an Internal Complaints Committee and Prevention of Sexual Harassment Cell duly constituted as per guidelines the contact numbers of members being displayed on campus and college website.

In addition to these, the college has a duly constituted Anti-Ragging Committee and Discipline Committee to ensure safety and protect the interests of students.

Online and offline mode of compliant registration for girls students is available for any violation of women's rights. The link is provided on the website.

Every year, special lectures by invited speakers are organized by the departments and alumni association as well to spread awareness of gender rights, domestic violence, etc. among the girls' students

The Bratachari team organizes cultural events to motivate the girl students about social responsibility, duty as a citizen, and spiritual idealistic life and also bring out their hidden talents so that they never feel marginalized in society. The practice of five bratas Knowledge, Labour, Truth, Unity, and Joy is imparted to the Girl students.

To spread awareness among the girls' students, a special paper as prescribed in the syllabus on Women's Writing (English literature, sem-v, cc-12, Philosophy, Ge-2, Political Science- sem-1, CC-1) is taught in classes to spread knowledge of women's rights, patriarchal oppression, etc.

A special session for girls' students at Gymnasium is allotted keeping in mind the safety and security. A lady trainer is assigned for the smooth running of the gym during the session.

### **Common Rooms**

A separate Common Room for girl students is available.

### **Day Care Center for Young Children**

The Daycare center is available for children of teaching and non-teaching staff who are below 5 years of age.

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## **7.1.2**

### **The Institution has facilities and initiatives for**

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**

3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

**Response:** A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	<a href="#">View Document</a>
Geo-tagged photographs/videos of the facilities.	<a href="#">View Document</a>
Circulars and report of activities for the implementation of the initiatives document	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 7.1.3

**Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following**

1. Green audit / Environment audit
2. Energy audit
3. Clean and green campus initiatives
4. Beyond the campus environmental promotion activities

**Response:** C. Any 2 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	<a href="#">View Document</a>
Policy document on environment and energy usage Certificate from the auditing agency	<a href="#">View Document</a>
Green audit/environmental audit report from recognized bodies	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 7.1.4

**Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of**

**students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)**

**Response:**

**Measures for equal opportunities**

The College imparts its students mutual respect, effective interpersonal relationship, love for the motherland and clear communication and explicit understanding to create an inclusive environment with tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities, staff members also preach and practice these values among the students during the course of teaching every day.

The socially-backwards students like ST/SC/OBC (non-creamy layer)/Minorities are offered special privileges for admission by relaxation of the entry marks, by offering different types of incentives and scholarship opportunities from the college resources State Government and UGC.

SC/ST Cell is active and contact numbers of members are displayed on the website of the college.

Online complaints can be submitted through the website link.

Webinars are held to aware the students of various schemes like Student Credit card and scholarships so that financially weak students can avail these opportunities.

Scholarship helpdesk aids students who are economically weak but deserve to undergo to higher studies by helping them to get financial aid from the government and non-government agencies. College provides concessions to needy students.

The college promotes social responsibilities and leadership roles among its students and staff through:

1. Organizing Community Services and participation of the staff and students through NSS programmes, Eco Club, Covid-19 Help Group, Say No to Drugs Club, Fitness Club, Blood Donation Camp, Mask and Sanitizer Distribution, Diet Survey, etc.
2. Organizing Awareness Programmes on topics related to Human Rights, Women's issues, Legal aids, etc. with the staff and students of the college.
3. Organizing extra co-curricular activities, and cultural and literary programmes involving local unprivileged children in various activities like cultural and sports events in the college.

Mentor-group meetings are held regularly and students are encouraged to share their problems – academic or personal with their mentors.

Teachers adopt the bi-lingual mode of teaching, wherever required, to assist students with linguistic challenges. This helps students enhance their academic performance.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 7.2 Best Practices

### 7.2.1

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

**Response:**

Institutional Best Practice -1

Title of the Practice- Language and Cultural Inclusivity

The objective of the best practice

Through this best practice we want to restore the ethnicity of our culture and heritage of India and enhance the people of tribal people of that area at the same time to create a bond within the students.

The Context

Our college is situated within the tribal area ,so a want to enhance the language and culture of that tribal community.Our Birsha Munda Memorial College is situated at tribal area of South Bankura , Haludkanali,Pirrah Bankura.

The Practice

Our college is in a rural, backward district where a major section of the population depends on agriculture, a significant population hails from financially backward and weaker sections of the society and so we try to keep this practice regularly through arranging the the various programmes within the students through language and cultureOur Birsha Munda Memorial College is situated at tribal area of South Bankura , Haludkanali,Pirrah Bankura. So our college is very conscious to cater the tribal culture and other cultural activities to enhance and uplift the tribal culture cultures which have been performed by our college students like “Baha Festival”at our Annual Function,. Karam Puja,at our college which is very popular within the tribal people, Pata dance in various college programme and the observation celebration programmes like Birthday of Pandit Raghunath Murmu , Birsha Munda’s Birth Day,Santali “Bhasha Divas” 22nd December, Birth day celebration of Netaji Subhas Chandra Bose, Republic Day ,



Saraswati Puja ,observation of Santali Bhasa Bijoy Divas 22nd December, annual Freshers' welcome , Plantation programme, celebration of Vasanta Utsav. Bhasha Divas, Teachers' Day. Apart from performing these celebration they are also good in their academic area because they proved themselves through their academic performance in NET , SET examinations. We always try to enrich our ethnic cultures and heritage which is the original cultural of our country..

The Official Facebook page and WhatsApp groups have been used effectively for the interchange of information and as modes of communication with the students through this language and cultural programmes.

The official YouTube channel is effectively used as spreading language and cultural programmes. Thus, the college tries to blend conventional methods of teaching-learning with digital learning.

Evidence of Success: We are very successful about this best practice.

## Institutional Best Practice -2

Title of the Practice – Adopting villages and Dedicated Services by NSS

### Objectives of the Best Practice

Through this best practice we want to spread the awareness among the local people by our NSS volunteers .

### Context

Adopting villages and Dedicated Services by NSS is the prime importance within this area and our main context is to spread this culture through the students.

### The Practice

Our college is not only dedicated but our college is also dedicated to enhance the development of our local area through various activities by N.S.S. such as house hold survey by our students ,observation of Independence Day in adopted village, awareness campaign for plastic free campus zone, awareness for prevention of Dengue ,awareness programme for Safe Drive and save with the college Life. So,our college is always aware about the total development of local villages . These types of activities help our college students to aware with the problems of local people to help them and to create a reciprocal relationships with the college and local people. N.S.S. is always dedicated to serve the benefit for the local people . This area is suffering from many health problems so our college is aware about their health concern to solve their problem through N.S.S activities. NSS volunteers of our college collect

data from the local people regarding their way of lives, their food habits ,their cultures, their hobbies ,their problems. Our college always tries to solve their problem through our college students. These community service actually helps all sections of lives.

Events and campaigns N.S.S. such as house hold survey by our students ,observation of Independence Day in adopted village, awareness campaign for plastic free campus zone, awareness for prevention of Dengue ,awareness programme for Safe Drive and save with the college Life

The college regularly organises various events and campaigns to spread environmental awareness:

Evidence of Success: We are very successful about this programmes.

File Description	Document
Best practices as hosted on the Institutional website	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

#### 7.3.1

**Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words**

**Response:**

Birsha Munda Memorial College is located in a rural, backward area and the college was built on the land donated by local farmers and from the fund raised by local teachers and farmers with the dream that their wards will get opportunities for accessing higher education near to their residence at affordable cost. Our institutional distinctiveness lies in the fact that due to its locational status where a significant student population hails from financially backward and weaker sections, our primary target and challenge is to provide our students with the opportunity for Higher Education at a minimum financial cost, our college has upgraded itself as per need of the hour and amalgamated conventional teaching-learning methods with digital learning. The official Facebook page and WhatsApp groups have been used effectively for the interchange of information and as modes of communication with students during the pandemic. Official YouTube channel is effectively used as a teaching tool along with G-suite accounts for live google meet classes. Effective use of the Learning Management System with class notes and regular assessments is done. Digital library with e-books using D space, institutional repository, and INFLIBNET login access for students of all departments have been used effectively for the aid of students.

Scholarships from government and non-government sources have been made available to ensure a

reduced drop out. Counselling for both students and often parents by the mentor group also ensures that the student does not leave the college without fulfilling their pursuit of higher education.

The college organizes outreach programme involving local unprivileged children involving them in cultural programme and sports of the college, Blood donation camps, Plantation programs are organized regularly, and traffic awareness rally and initiative to create awareness among rural women towards nutritious but cheap diet is carried out. In the pandemic, colleges prepared and distributed sanitizer to the surrounding local population. **Our college has therefore created a holistic environment for learning with the blending of conventional teaching-learning method with ICT so that students develop proficiency not only in their own subject but grows into skilled individuals, compassionate and abiding citizens of this nation.**

File Description	Document
Appropriate web in the Institutional website	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

## 5. CONCLUSION

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### **Additional Information :**

Birsha Munda Memorial College has made noteworthy progress and development in all fields of academic and administrative infrastructure in the last 14 years of the college was . After the joining of a permanent Principal and engagement of a new set of administrators and with the formation of the full-fledged governing body, policy-making and its execution were made time-bound and the positive changes are visible in all facets of the institutional activity. Each and every classroom and laboratory has been renovated, upgraded with modern tools, library modernized and automated, modernized seminar hall, gymnasium, the campus made cleaner and greener, collaborations with colleges, the introduction of various skill-based courses, and most importantly availability of 21 full-time, permanent government-appointed teachers have made a significant upliftment in the fields of teaching- learning, extension, and outreach activity and in the overall performance of the institution.

### **Concluding Remarks :**

Our institution aims to achieve an all-round academic development of the students 70% of whom are girl students and nearly 50% belonging to the backward sections of the community. The college also recognizes that inspite of its continuous efforts, it has weaknesses to overcome and many areas of improvement are there which we can achieve involving all stakeholders making our institution achieve its objectives.

The ongoing COVID-19 pandemic posted a challenge as physical presence of the students in the classrooms were not permissible and central facilities like Library were closed in the academic session 2020-21 which continued till November 2021. We had put in all our resources and channelized our efforts to adopt to the changing scenario imparting quality education in online mode with access to e resources.

The college has generated goodwill and enjoys the moral support of the people of this area.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																																								
1.3.2	<p><b>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</b></p> <p><b>1.3.2.1. Number of students undertaking project work/field work / internships</b>            Answer before DVV Verification : 207            Answer after DVV Verification: 23</p> <p>Remark : DVV has made changes as per the data shared by the HEI and the value is downgraded.</p>																																								
2.1.2	<p><b>Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years</b></p> <p><b>2.1.2.1. Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)</b>            Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>76</td> <td>108</td> <td>104</td> <td>103</td> <td>95</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>76</td> <td>107</td> <td>102</td> <td>101</td> <td>90</td> </tr> </tbody> </table> <p><b>2.1.2.2. Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years</b>            Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>270</td> <td>270</td> <td>270</td> <td>270</td> <td>270</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>270</td> <td>270</td> <td>270</td> <td>270</td> <td>270</td> </tr> </tbody> </table> <p>Remark : DVV has made changes as per the data shared by the HEI and the value is downgraded.</p>	2022-23	2021-22	2020-21	2019-20	2018-19	76	108	104	103	95	2022-23	2021-22	2020-21	2019-20	2018-19	76	107	102	101	90	2022-23	2021-22	2020-21	2019-20	2018-19	270	270	270	270	270	2022-23	2021-22	2020-21	2019-20	2018-19	270	270	270	270	270
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2.4.1	<p><b>Percentage of full-time teachers against sanctioned posts during the last five years</b></p> <p><b>2.4.1.1. Number of sanctioned posts year wise during the last five years</b>            Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19																																			
2022-23	2021-22	2020-21	2019-20	2018-19																																					

24	23	24	24	17
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Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
24	23	24	24	19

Remark : DVV has made changes as per the data shared by the HEI and the value is upgraded.

**2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)**

**2.4.2.1. Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
13	13	14	14	8

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
12	9	9	9	5

Remark : DVV has made changes as per the data shared by the HEI and the value is downgraded.

**3.4.3 Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.**

**3.4.3.1. Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
10	0	0	0	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
6	0	0	0	0

Remark : DVV has made changes as per the data shared by the HEI and the value is downgraded.

**5.1.1 Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last**

*five years*

**5.1.1.1. Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
133	130	86	35	140

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
162	233	217	210	241

Remark : DVV has made changes as per the data shared by the HEI and the value is upgraded.

**5.1.4 *The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases***

- 1. Implementation of guidelines of statutory/regulatory bodies**
- 2. Organisation wide awareness and undertakings on policies with zero tolerance**
- 3. Mechanisms for submission of online/offline students' grievances**
- 4. Timely redressal of the grievances through appropriate committees**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

Remark : DVV has rechecked and made necessary changes.

**5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years**

**5.2.1.1. Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	1	1	3

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	2	1	3

**5.2.1.2. Number of outgoing students year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19

122	119	120	72	87
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Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
30	119	113	43	12

Remark : DVV has made changes as per the data shared by the HEI and the value is downgraded/upgraded.

**5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)**

**5.3.2.1. Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
85	0	0	0	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
3	0	0	0	0

Remark : DVV has made changes as per the data shared by the HEI and the value is downgraded. DVV has removed the activities on closer dates.

**7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following**

1. Green audit / Environment audit
2. Energy audit
3. Clean and green campus initiatives
4. Beyond the campus environmental promotion activities

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: C. Any 2 of the above

Remark : DVV has made the changes as per shared clarification.

## 2.Extended Profile Deviations

ID	Extended Questions
1.1	<p><b>Number of students year wise during the last five years</b></p> <p>Answer before DVV Verification:</p>



2022-23	2021-22	2020-21	2019-20	2018-19
167	255	230	216	245

Answer After DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
162	233	217	210	241

2.1 **Number of teaching staff / full time teachers during the last five years (Without repeat count):**

Answer before DVV Verification : 25

Answer after DVV Verification : 24

2.2 **Number of teaching staff / full time teachers year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
22	21	22	22	15

Answer After DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
22	21	22	22	19

3.1 **Expenditure excluding salary component year wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
17.69	12.82	15.94	23.08	19.55

Answer After DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
8.89	6.46	6.19	11.70	12.62