SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

NUR MOHAMMAD SMRITI MAHAVIDYALAYA

NH-34, DUCK BANGLOW, P.O- DHULIYAN
742202
www.nurmohammadsmritimahavidyalaya.com

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Nur Mohammad SmritiMahavidyalaya is situated at Samserganj, Dhuliyana, rural based locality of the district of Murshidabad in West Bengal, having a campus area of 2.0 acres. Samserganj is a highly minority populated area and considering the importance of higher education for the local students, the Nur family come forward to set up a college here, inspired by the vision of Late Nur Mohammad Biswas.It was established in 2008 by Khalilur Rahman & Brothers of Nur family and handed over to the Govt. of West Bengal.

The college was set up with the objective of imparting higher education mainly to the backward rural population comprising SC, ST, Minority Communities and women of the locality and to contribute to the educational, social, cultural and economic upliftment of the people of Dhuliyan. The vision of the college is to disseminate quality education and produce responsible citizens of the country who in turn would nurture the rich-composite culture of the nation. The college is committed to providing holistic education to develop individuals with integrity, emotional and mental harmony, physical capability, social awareness as well as participation in cultural activities to become upright citizens of the nation. The college offers only Arts subject with honours in Bengali, English, History, Education, Sociology, Philosophy and Arabic at the undergraduate level.

It is a Grants-in-Aid institution of the West Bengal Government and it is functioning under the affiliation of University of Kalyani, West Bengal. The college also aims at empowering the underprivileged section of the society.

Vision

To impart, promote and spread holistic education among students to make them self-reliant, trained human resource and responsible members of the community

Mission

- Empowerment of students to make them academically confident, mentally tolerant, morally upright and environmentally conscious in multiculturalism and egalitarianism
- To develop knowledgeable citizens with multidisciplinary global competencies To uphold universal, moral and social values
- To develop commitment towards preservation of environment and sustainable development for our society and nations
- Since our college is a rural based college with a large number of students from financially underprivileged, reserved categories, many of whom are first generation learners, our aim is to try and ensure some kind of employability for them through proper training & carrier counselling, NCC, short term computer course and other technical courses.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Institutional Strength

1. Most of Faculty members are appointed by the Government of West Bengal under the recommendation of West Bengal College Service Commission, all full time faculty members are NET qualified and maximum have Ph.D degree. This ensures best quality of teaching in the institution. Along with Full Time Faculty members many State Aided College Teachers have been appointed as per instruction of Govt. of West Bengal.
2. Combination of Associate Professor, Assistant Professor and State Aided College Teachers to ensure effective teaching, research orientation, extracurricular activities and dynamism.
3. The faculties, non-teaching staffs and administrative personnel are widely accessible to students in order to create a homey environment within the campus.
4. The institution follows CBCS curriculum designed by University of Kalyani for undergraduate courses from academic session 2018-19. This has led to the introduction of Honours courses, Generic elective courses of different subjects with interdisciplinary approach, Program Courses, Skill enhancement courses.
5. Most of the departments of the campus are connected with a well-planned LAN and internet facility is provided for faculty members and students. Wi-Fi is also provided to the students in specified zones.
6. Fully online admission system is carried out systematically and transparently.
7. Active engagement of Carrier counseling committee, Research and extension committee, National Service Scheme, etc., in carrying out various outreach and extension programs.
8. The campus is well covered by CCTV cameras and every situation is critically monitored by respective authorities.
9. The college campus consists of a large playground, gardens of various kinds and size, along with enriched library, hygienic canteen, and many more for source of right kind of academic ambience.
10. Partially automated and partially digitized collection of common and rare books in the library with remote access to the digital resources such as previous years question papers, syllabus, list of newly arrived books etc. to its users.

Institutional Weakness

1. The college campus is facing problem for auditorium, a large pond, modernized greenhouseand gymnasium due to insufficient campus area.
2. Lack of sufficient classrooms and working space as per NEP 2020.
3. Insufficient faculty members is the biggest problem in this college, so that student teacher ratio is not mentioned. Apart from that most of the SACT faculty members don't have any research experience, so it will be a major problem for students in research based study as per NEP 2020 curriculum.
4. The college offers only Arts subjects and for that college faces contraintsto ensure horizontal flexibility in selection of the subject–combination as per new course curriculum NEP 2020.

5. Shortage of technically skilled non-teachingstaff members.
6. Surrounding land is very costly, college authority is always facing the space problem. Space limitations is the major problem for construction of new class rooms, extension center etc.
7. Most of the students admitted to this institution belong to Bengali medium background. The greatest challenge for this institution is to impart the knowledge of communicative English to these students. The institution has applied to the competent authority to start such certificate courses.
8. Mental health andHealth awareness of our local peoples as well as the students are very poor due to poor socio-economic background.So a medical professional for providing health checkup facilities to students and all the staff of the college is required. Due to financial limitations, the above one is not yet done.
9. Participation of students for publication of wall magazine, e-magazine, printed magazineandseminars and workshops is very poor.
10. Seminar/Conference/Workshops not yet conducted on regular basis in our college due to lack of awareness.
11. In sufficient space for improvement of the physical infrastructure.

Institutional Opportunity

1. Administrative body always go with low cost of education for the students. Financial help is also provided to needy students through several scholarship programs of government. There are some scope through implementation of "Full Free" and "Half Free" scheme by the administrative body of the college.
2. Governing body of this college is always helpful for any kind of constructive growth.
3. Internal Quality Assurance Cell and Carrier Counseling Committee frequently organize awareness programs about the current situation in job sector.
4. The institution involves a Vocational Training Centre which offers different carrier oriented courses. There is many scope for introduction of new skill oriented courses, etc.
5. NSS wing of the institution has been working on several awareness programs like Plantation, Blood donation camp, Dengue awareness program, Seminar on Women empowerment, Seminar on Mental Health etc., and Students get the opportunity to participate in it.
6. Ample scope for the introduction of new courses, especially skill oriented courses, to meet the

requirements of the global employment market.

1. There are opportunities for the expansion of the network of collaboration with organizations and institutes at the national and international level to facilitate teacher and student exchange programmes.
2. To widen the scope of institution-industry interaction.
3. To improve upon the multi-cultural and multi-linguistic atmosphere of the institution, keeping in tune with the renewed positive thrust of the NEP 2020.

Institutional Challenge

1. Lack of funds from governmental and other non-governmental bodies for infrastructural development and for research-extension programs.
2. A large portion of the college fund is used for salary of the casual staff and maintenance of present infrastructure leaving less funds for utilizing in development purpose.

3. Fall in the employment rate discouraging the students to be in the higher education.
4. Ignorance of maintaining single e-mail ID by the students linked with their own Mobile number makes a problem for online communication and other teaching learning methods
5. Maintenance of ecofriendly practices in the college campus is a serious issue in the context of unawareness among the stakeholders.
6. To take initiatives for the creation of new posts and recruitment therein to meet the academic and administrative challenges arising out of the introduction of the CBCS system, as well as the NEP 2020 with a heavier emphasis on multi-disciplinary and multi-lingual curriculum framework.
7. To increase student enrolment.
8. Strengthen the culture of research and enhance the quality and number of publications by faculty members.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

1. Being an affiliated college, Nur Mohammad SmritiMahavidyalaya follows the curricula designed by University of Kalyani. Some of the faculty members of this college are in the Board of Studies of the university taking part in framing and modifying curricula as and when necessary. The College ensures an efficient curriculum delivery in the following manner:
2. The IQAC along with Academic Committee prepares the Annual Academic Calendar at the beginning of the academic session where the various planned activities are marked.
3. Every year Annual Academic Calendar is printed in the form of Academic Diary for students. The Academic Committee in collaboration with IQAC prepares the central time table which is further modified by the departments.
4. The time table is displayed on the department's notice board and websites.
5. Syllabus is distributed among the faculties of a department and Lecture Layout is prepared by each faculty as per the need of students.
6. Academic committee meets regularly to monitor the teaching learning process and takes remedial measures as and when necessary.
7. Faculty members participated in the workshops organized by the University for designing of syllabus under CBCS system.
8. College has a MOU with different academic institutions.
9. A unit functions from the college campus and involve active participation of some of the faculty members in academic and/or administrative activities.
10. Before 2018-19 session every year "Pre-University Examination" (popularly called as Test Examination) was conducted.
11. Since 2018-19, **two Internal Examinations** are conducted as per the guidelines of University.

Teaching-learning and Evaluation

Teaching-learning and Evaluation

1. The college maintains transparency in the online admission process. Applications are invited online and all information is displayed on the college website for wide circulation. Merit lists are published online and till admission, the entire process is transparent and in the public domain. Admission for students

from SC/ST/OBC sections is as per the State Reservation norms.

2. The induction programme for the students is organized at the beginning of the academic session. Student mentoring is provided, counselling related to academic issues by mentors and financial problems are carefully dealt by the scholarship help desk.
3. Classrooms are well-furnished, entire campus with WIFI and LAN connectivity.
4. Teachers are aware of the learning outcomes of the courses being taught and prepare lesson plans accordingly.
5. The syllabi and learning of all programmes of study are available on the college website.
6. Out of the Twenty two full-time teachers including the Principal, nine are permanent and remaining are state aided college teachers (SACT).
7. The college organizes seminars, workshops, extracurricular activities, sporting and cultural events, field trips, extension programmes, and other events to promote participatory and experience learning.
8. The departments take extra steps to finish the curriculum in the allotted time, and remedial classes are offered.
9. The college's activities aim to provide students with a positive learning environment that will improve their prospects for the future.
10. Infrastructure and Learning Resources Scope for development being infinite, the infrastructure and learning resource of the college is an ongoing process of progression.
11. Standard facilities available in the campus are parking lot, Drinking Water, Refreshment Stall, Recreational Spaces for Boys and Girls, Grievance Redressal Intimation Box.
12. College has an enriched library with adequate number of books, andnet connectivity

Research, Innovations and Extension

1. A Research and Publication Cell has been established to foster creative ideas and foster a conducive environment for research.
2. To learn about the most recent advancements in the field, the concerned departments have organized special lectures.
3. To promote more research among the faculty members, some policy has be taken to grant seed money, financial support for attending Seminar/Conference etc.
4. Faculty members are encouraged to organize in-house National/Internal Seminar/Workshop.

Infrastructure and Learning Resources

1. The college campus extends 2.0 Acre. Total Buildup Area: 2050 sq.mts, Total Green Area: 1500 sq.mts (approx), Total Open Space Area: 6044 sq.mts,
2. The college has ICT enabled 1 smart classroom) with seminars and video recording set-up.
3. Our College has separate room IQAC, NAAC cell.
4. The Central Library is automated with KOHA software and has about 10000 books (Approx), along with journals, magazines, news papers university question papers etc. Book s are accessible through INFLIBNET N-List.
5. The college has 14 computers with high speed internet connectivity.
6. There is a Teaching Aids and Academic sub-committee to put forward proposals of augmentation and up-gradation of ICT facilities.
7. The college has landscaped garden, and herbal garden.
8. The college has one playgrounds for handball, volleyball, football, cricket, etc.

9. There is also an arena for badminton and basketball.
10. We have the space for Yoga and meditation.
11. The common rooms have Table Tennis Board and carom boards.
12. There is a Cheap store and a canteen in the campus; the college provides subsidy for canteen operation so that students get food at a subsidized rate.

Student Support and Progression

1. The college serves students from all segments of society and adheres to the State Government's admissions policy regarding reservation for ST, SC, OBCA, and OBCB students.
2. The college is situated in a rural area and has earned an excellent reputation and goodwill from the surrounding community; enrollment of student is satisfactory.
3. The pass percentage of outgoing students is high during the last five years with a significant number of first classes each year.
4. During COVID-19 pandemic outbreak , all the academic activities are being conducted online

mostly using google meet ,google classroom and google forms.

1. The college offers a variety of student assistance programmes, such as Freeship, fee waivers, etc., under various categories. Scholarships are provided by State Government, Central Government, and non-government organizations to eligible students. Under the **'Kanyashree Prakalpa'** of the Government of West Bengal, female students up to the age of 18 are given one-time support.
2. Additionally, a number of departments publish wall magazines, and digital periodicals. Games and sporting events such as athletic competitions, football, volleyball, and badminton competitions are held annually at the interclass level.
3. The college organizes various cultural events where intra-college competitions on co/extracurricular activities such as music, dancing, debate, and quizzes are held. In addition, the involvement of students in for celebration of different programmes likeIndependence day, Republic day, Rabindra Jayanti, Antarjatic Bhasa Diwas, and other social awareness programmes etc. under the supervision of competent teachers contributes to the development of their personalities.
4. For the promotion of a disabled friendly and **inclusive environment** the college has taken the following steps: **Ramps, Wheelchairs, Divyang toilet and** lift for physically challenged students.

Governance, Leadership and Management

1. The Governing Body of the college plays a crucial role in the management and growth of the institution. The Governing Body meets at regular intervals to oversee the college's operation and to launch various development programmes, as well as to approve funds for maintenance and development.
2. The Academic Committee, Finance Committee, Purchase Committee, Teacher's Council, IQAC, Heads of Departments, NSS units, and a number of committees and cells comprised of Teaching Faculties, non-teaching staff, are functioning to decentralize the management in order to facilitate effective administration and efficient implementation of academic activities.
3. Institutional actions are monitored and assessed through frequent meetings of IQAC and other Committees, a Feedback mechanism (Regular feedback from Stakeholders -Students, Alumnae Members and Staffs), and departmental reports by department heads.
4. The institution has a system for assigning authority and granting operational autonomy. The formation

of committees and cells with faculties who are qualified to oversee specific events or activities.

5. Faculty m embers and Program Conveners/Co-Coordinators are permitted to plan and arrange academic programmes and events.
6. According to government regulations, the institution has adopted various welfare measures for its employees, including PF, Cooperative Society, Earned Leave, Child Care Leave, Maternity Leave, Study Leave, and Leave for OP/RC and similar activities like seminars, conferences etc .
7. The institution has a performance-based evaluation system for faculty.

Institutional Values and Best Practices

Institutional Values And Best Practices

Institutional Values

1. The campus supports equality of opportunity for all groups, gender equity, inclusivity, and self-consciousness while fostering the development of fundamental human values.
2. The college performs environmental audits, energy audits, and Gender audits. The college campus has been rendered entirely plastic-free.

Best Practice

Best Practice-1: Women Education

Nur Mohammad SmritiMahavidyalaya is located in a rural, underdeveloped location; residents of Sumserganj are first generation learner, and mostly Beedi workers. The local people are worried about their next generation's future in academic aspect.

- **Through continuous monitoring and proper counselling Girl students' number has been increased in significant manner.**
- Students' dropout rates have been minimized through different Scholarships from both government and non-government organizations. Out of total students 67% are girls' students in our institution coming from different socio-religious background most of them from Muslim minority family (first generation learner).
- In our modern society, women's unwavering dedication, resilience, and passion have not only broken barriers but have also paved the way for a more inclusive and diverse educational experience for all.

Best Practice-2: Skill Development

The academic benchmarks and exclusive practices consist of students' active participation in extension activities through the NSS units, and the Green campus committee. Institute has clear vision to educate and groom the students for successful professional careers in different sectors of private and government enterprises, entrepreneurship in the following manner.

- To make the students aware of the societal aspects, ethical practices in profession, and the importance of team work to function coherently and effectively in multidisciplinary context through incorporation other interdisciplinary professional courses.
- To develop language skills – Spoken English.
- To empower women beyond the classroom, NMSM offers counseling services and skill development programs aimed at enhancing financial independence. Many of our female students are engaged in **Basic Computer course, Tailoring and Beautician course etc**.
- The college also provides life-skill training for female students in the form of yoga classes and self-defense courses.The college assures the safety and security of female students with security guards, CCTV monitoring, and a help desk specifically for female students.
- The college conducted a variety of Programmes on Community Service, Extension Activities, AwarenessProgrammes which promote social responsibilities, leadership qualities, and citizenship roles.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	NUR MOHAMMAD SMRITI MAHAVIDYALAYA
Address	NH-34, Duck Banglow, P.O- Dhuliyan
City	Dhuliyan
State	West Bengal
Pin	742202
Website	www.nurmohammadsmritimahavidyalaya.com

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Rajesh Das	03485-265262	8617059572	-	nurmohammad235 @rediffmail.com
IQAC / CIQA coordinator	Md Zinarul Hoque Biswas	-	7602610431	-	iqacnmsm@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 minroity institution	No

Establishment Details

State	University name	Document
West Bengal	University of Kalyani	View Document

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	NH-34, Duck Banglow, P.O-Dhuliyan	Rural	2	2050

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Bengali,	48	H.S OR EQUIVALENT	Bengali	700	569
UG	BA,English,	48	H.S OR EQUIVALENT	English	250	80
UG	BA,Sociology,	48	H.S OR EQUIVALENT	Bengali	400	40
UG	BA,Education,	48	H.S OR EQUIVALENT	Bengali	754	750
UG	BA,History,	48	H.S OR EQUIVALENT	Bengali	700	507
UG	BA,Arabic,	48	H.S OR EQUIVALENT	Bengali	80	12
UG	BA,Philosophy,	48	H.S OR EQUIVALENT	Bengali	150	29

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				1				9			
Recruited	0	0	0	0	1	0	0	1	6	2	0	8
Yet to Recruit	0				0				1			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				13			
Recruited	0	0	0	0	0	0	0	0	9	4	0	13
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				5
Recruited	5	0	0	5
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				12
Recruited	10	2	0	12
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
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

Permanent Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	0	0	3	2	0	6
M.Phil.	0	0	0	1	0	0	1	1	0	3
PG	0	0	0	1	0	0	5	2	0	8
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
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	1	0	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	9	4	0	13
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	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

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	2	0	0	2

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	568	9	0	0	577
	Female	1419	10	0	0	1429
	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	20	25	38	33
	Female	41	33	44	47
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	183	157	199	221
	Female	279	346	550	388
	Others	0	0	0	0
General	Male	257	256	420	395
	Female	525	530	1260	716
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1305	1347	2511	1800

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Multidisciplinary or interdisciplinary system for under graduate students a grade mile stone proposed by NEP 2020. This current method is blend of delicacy . In this circumstances our Institution attended combined possible teaching learning environment. Under the CBCS curriculum, the barrier of science, Arts and Commerce are erased. They can select what they want and can touch their goal .
2. Academic bank of credits (ABC):	Academic bank of credits (ABC) is an outstanding banking process for the future of new generation students. NEP 2020 make them enable to enrich an enhance their incomplete , interrupted degree

	programs. They have now great opportunity to entry and exit in multidisciplinary frame work.
3. Skill development:	Apart from under graduate courses under CBCS system , our Institution has given a wide range of certificate and program courses , to enhance and enrich the integrity , fraternity and morality. Students are offered Computer literacy, Tailoring, Beautician etc courses. Now and then cyber crime , Child labour, Yoga Days programmes are organized . In regular basis National Days , Independence Day, Republic Day, Environment Day, Women's Day, Birth Day of our Pride , sons and Daughters of our soil are celebrated. Many cultural activities-cleanliness, Safe Drive Save Life , Water Save, Smoking In Injurious, and moral based activities are organized by NSS.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Remembering our past heritage , culture and diversity of our Nation our students are given ample opportunities to know versatile languages (BENGALI, ENGLISH & ARABIC).Always much emphasis is given on mother tongue and English acts as masculine language.
5. Focus on Outcome based education (OBE):	Out come based education is a great proposal by the UGC and NEP 2020. Keeping in mind our Institution organizes number of centralized, Departmental , Orientation courses for under graduate students.
6. Distance education/online education:	Our Institution always encourages students to be updated in online education method. pandemic COVID-19 made us very active and our students also to use WhatsApp group , Google meet and other online platform. Our Institution is situated amidst very poor and Minority Community. Consequently our poor students are helped by giving study and notes materials. Apart from working hour students are served with extra classes in online mode.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	NO
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs	NO

are representative in character?	
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.	NA
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.	NA
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.	NA

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
3854	3959	2196	1905	1799

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2 Teachers

2.1

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

Response: 23

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

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
23	22	22	11	11

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
66.66	62.88	25.74	34.47	42.76

File Description	Document
Upload Supporting Document	[View Document](#)

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:

Nur Mohammad Smriti Mahavidyalaya, affiliated to the University of Kalyani, follows its curriculum and accordingly implement through curriculum planning in the institution. Some Teachers as members of Board of Studies in the University of Kalyani, is actively involved curriculum planning.

Based on the university syllabus, the institution develops and applies the following action plans.

Curricular planning and implementation is conducted through IQAC before the commencement of academic session. Planning and policy of IQAC are deployed through academic and administrative channels by keeping in mind the vision and Mission of the college.

Academic calendar is prepared by academic committee along with Teachers' Council as per university guidelines before the onset of each semester. The calendar includes holydays, numbers of class days, days for observation, sports, cultural events, internal assessment, external examination, etc. Institution could makes plan for its academic and extra-curricular activities in due time.

Syllabus is distributed to each department.Department prepare their own plan for syllabus distribution and teaching plan through meeting. Academic committee continuously monitor teaching and learning process.

Based on curriculum guidelines of the university, a master routine is prepared by Routine Committee before the introduction of each session after published of academic calendar. Each department follow the master routine for smooth running of classes and related academic and co-curricular activities.

Departmental Meeting:Every Department regularly hold meeting to assure that students' attendance, internal assessment, setting of model questions and making available of teaching and study material, etc. are accomplished effectively and transparently.

Beside traditional chalk and talk method, Teachers also Information and communication Technology (ICT). Quiz presentation of assignment, question answers, group discussion are also used in class room for instilling knowledge to the students. Learning materials like class notes, PPTs are also shared to the students through Learning Management System.

The colleges signed MOU with18colleges. Programme outcome and course outcomes have been

uploaded to the college website in regular process.

Internal assessment and publication of result are conducted by each department as per academic calendar of the college. During 2018-19 sessions one test exam was conducted for Part-II and Part-III. Since deploying of CBCS system in 2018 two internal exam were conducted for each semesters as per university guidelines and score from two internal exams, best one is uploaded as final marks in university website. 10 marks are allotted for written internal exam or assignment and 5 marks were fixed for students' attendance, good behaviours, and academic performance. During covid19 period internal assessment was held in the form of assignments.

Students are also provided model questions and previous years' university exam questions so that students could prepare for exam in best mode. At the end of session feedback from students', stakeholders are collected by each department and reviewed by department and analysed by the IQAC for further plan.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

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: 0

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

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: 0

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
0	0	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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:

The college follow University syllabus which comprise several cross cutting issues like Gender, Human Value, professional values, Environment in teaching and learning process. Through co-curricular activities social, moral, cultural values are inculcated in the campus. NSS team actively participates in organising health and hygiene awareness, dengue awareness, tree plantation programme. Through college annual Sports and cultural programmes gender equality is fostered and remove socio-religious obstacles. The intuition has installed one vending Machine in girl's common room.

-

The syllabus of Sociology covers gender issues like women, feminism, gender violence, domestic violence, minority rights, and LGBTQ issues.

Human Value: Sociology, Bengali, English subjects taught about various human aspects like caste, race, socialism, democracy, community welfare, and non-violence.

Environment: 1st Semester Honours and 2nd Semester General Course cover one compulsory paper on environment studies. In Sociology a paper in 6th semester honours and General course share environment issue.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.3.2

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

Response: 0.7

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

Response: 27

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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: C. Feedback collected and analysed

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 60.77

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
1800	2511	1347	1305	1283

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

2022-23	2021-22	2020-21	2019-20	2018-19
3758	3758	2058	2058	1938

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](#)
Provide Links for any other relevant document to support the claim (if any)	[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: 36.26

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
604	627	397	406	373

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
1839	1839	1006	1006	948

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document](#)
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)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.2 Student Teacher Ratio

2.2.1

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

Response: 167.57

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:

Response:

Modern education system is based on multiple teaching methods – audio-visual (PPT-Presentation) including experiential, participatory, and problem-solving techniques etc. Well-equipped system (using ICT tools – Smart Class Room, Modern library resources etc.) can be more helpful for expansion, improvement and solid foundation for the student's knowledge base.

Participative Learning

- Quiz contests
- Projects
- Participate in various co-curricular activities

ICT Tools

- Use of Smart Class Room with audio-visual system will be very much helpful for lecture demonstration.
- Power point presentation will be very much effective for lecture delivery.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

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

Response: 94.68

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	24	24	11	11

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

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: 62.92

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
14	11	11	10	10

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 awareded 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:

Response:

In the event of internal evaluation is done via class tests, assignment submission, seminar, group discussion etc. evaluated scripts are provided to students, reducing test related complaints. The attendance record, which is part of Internal Assessment, is placed on the departmental notice board on a monthly basis by all departments, and students are given adequate chance to point out any anomalies.

Semester examinations for different undergraduate programmes are conducted following the policies and guidelines of Kalyani University.

Online form fill up and issuing of admit card for different semester examination is followed via the University web portal.

The semester examination is conducted in a centre other than the home college. An examination committee comprised of the Principal and several teachers, as well as non-teaching staffs in the particular examination center strictly follow the university guideline for smooth conduct the university examination. The examination-related difficulties are handled in a timely, transparent, and competent manner by competent personnel.

Subsequently, the answer scripts were evaluated by subject teachers in accordance with university directives. The examinations committee addresses complaints from students regarding the exam to the best of their ability. The complaints are forwarded to the appropriate authority if necessary.

The problem regarding registration inconsistency is addressed to the Registrar.

The Controller of Examinations look on to the matter concerning form filling, distribution of admit card, mark sheet, appeal for scrutiny, and re-assessment of marks, etc.

In the case of a reevaluation of grades, all procedures are conducted online through the university's web portal, with the payment of the required costs. In the event of continued dissatisfaction, the student may request a copy of the answer script under the RTI act.

Furthermore, students' feedback mechanisms (both offline and online) allow them to file complaints

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

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:

Response:

Program outcomes (PO), program specific outcomes (PSO) and course outcomes (CO) for all discipline, are well communicated to the teachers and students and displayed on the college website. Students are encouraged to inculcate the essential Values & Ethics to be a responsible citizen by building a holistic atmosphere both within and outside of the classrooms. The college is continuously trying to establish the holistic environment for creating interest about collaboration, professional ethics, love of nature, and empathy for all creatures among the young students community for long purspective. Our students are encouraged to pursue careers in advanced research, teaching (in schools, colleges, and universities), administration (in government or private enterprises), industry employees, naturalists, and a variety of other professions. Furthermore, our students improve their skills through several extracurricular activities, cultural activities such as singing, dance, quiz, youth parliament, National Service Scheme, Yoga, social service, and so on. The syllabus and academic outcomes are available as the form of soft copy on the college website. The relevance of the learning outcomes is highlighted during the departmental meeting. Other methods for communicating learning goals include orientation programmes provided by the college and departmental tutorial sessions.

File Description	Document
Provide Link for Additional information	[View Document](#)

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

The college being an affiliated institution, there is little scope for development of curriculum, excepting the Add-on/Value-added Certificate Courses offered by the college. However, programme level learning outcomes and course outcomes are prepared by the departments.

At the beginning of every semester, the students are made aware of the POs through the general orientation programme. The COs are explained by the departments in the Induction and Departmental Orientation Programmes and also later through the programmes.

For the attainment of the Learning Outcomes, focus is shifted towards student centric approaches, like use of ICT, increased interaction with students, regular feedback from students, involvement of students in extra-curricular activities of their choice and arrangement of skill development programs.

The departments have started to track and assess the attainment of the outcomes. Teachers frame out questions suitable for the assessment of outcome attainment during formative assessments. Alongside, feedback questionnaires on are circulated among the students at the end of the programmes.

POs and COs attainment levels are measured through direct and indirect methods with the help of the

performance of students in formative (internal) and summative (end semester) assessments and student feedback on the PO-COs to ascertain the achievement of target levels:

1. Direct Method:

Result Analysis: This pertains to the assessment through performance of students in internal (formative assessments) and end semester examinations (summative assessments), with equal weightage given to the marks obtained in internal and end-semester examinations.

2. Indirect Method:

Feedback: Feedback forms, on a five-point scale, are filled in by the students at the end of each summative assessment to assess their opinions on the attainment of Programme Outcomes and Course Outcomes. 20% weightage is accorded to this aspect.

Thereafter, the departments analyze the data received from both the methods to assess the attainment of the target level set for each CO and PO, and thus come out with a comprehensive quantifiable analysis of micro-level and macro-level attainment of POs and COs.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.3

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

Response: 73.39

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
120	507	418	228	147

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
544	522	422	233	214

File Description	Document
Institutional data in the prescribed format	[View Document](#)
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.	[View Document](#)
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.63

File Description	Document
Upload database of all students on roll as per data template	[View Document](#)

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
Upload supporting document	[View 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:

Response:

In order to encourage innovation, information transfer, and entrepreneurship, we are attempting to establish an ecosystem within the organization. The college promotes and supports high-quality research in a number of ways. Some of our faculty members have actively involved in collaborative research. Dr. Amit Bhowmick has guided Ph.D students in his discipline. Faculty members regularly attend conferences and workshops, to deliver their research outcome through oral and poster presentation. College has decided to provide partial financial support for attending seminar/conference in terms of registration fee. Owing to a lack of resources, the college is unable to provide faculty members with research grants from college funds, but it is under consideration. It has been decided to support all types of innovation ecosystems by providing infrastructure facilities as needed for knowledge promotion, development, and transfer.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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: 0

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	0	00	0	0

File Description	Document
Institutional data in the prescribed format	View Document

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	01	01	0	01

File Description	Document
Institutional data in the prescribed format	View Document [View Document]

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: 1.78

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
06	05	12	09	09

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

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:

Response:

Nur Mohammad Smriti Mahavidyalaya always try to understand the close interlink between college life and community life during student period. This connection permits students to comprehend social issues and enhances their potential to employ local resources to address these issues. NSS unit of the college is committed to enhancing the quality of life both on and off campus by cultivating socially conscious students. They are attentive to the requirements of the community. The NSS unit organizes a variety of social awareness programmes to educate its students about social responsibility.

The following extension activities are organized:

• Blood donation camp.

• Water awareness programmes.

• Plantation Program

• Mental Health awareness programs

• Say No to Drugs Campaign

• Swachh Bharat Mission Campaign.

• Dengue awareness program

• AIDS Awareness program

• Distribution of Masks and sanitizers in the neighbourhood community

Women Cell and Vishaka Cell promote the empowerment and safety of female faculty and female students on campus. The cell organizes awareness activities on women-related topics, invites lady police officer and social activist to give lecturers, and conducts training programmes for women.

The college staff regularly participate in an extensive, accountable, and continuous effort to raise awareness about the importance of cleanliness in our surrounding communities.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.2

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

Response:

Response:

Till date we have not received any research awards or recognitions from government/ government recognized bodies but in 2023 our college has been nominated for first position in **"Kanyashree**

Award" for extension activities from Murshidabad Zilla Parishad.

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: 9

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
04	0	0	03	02

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
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	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

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: 03

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	[View Document](#)
List of year wise activities and exchange should be provided	[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](#)

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:

Response:

Faculty members of our institution delivers PPT, Videos lectures (Audio-Visual Method) on regular basis using the latest ICT tools to make the conventional teaching-learning process more interesting and student-friendly. We have arranged the following facilities for or students in our college

There are '**One'** technology enabled classrooms in the college.

Our College provided Wi-Fi facilities for teachers and students in campus for teaching and learning purpose.

Facilities of Computer are available in all departments and in the library along with printer and scanner.

Teachers made full utilization of the Learning Management System coping with the difficulties as faced during the pandemic by distributing notes, study materials, conducting tutorials etc. even through the whatsapp study groups, college website etc.

Blended learning with the advantages of the on-line learning and traditional learning simultaneously has been emerged as a new aspect. After Covid 19 pandemic the blended mode is utilized during long holidays for remedial classes.

Teachers are allowed on-duty leave to attend faculty development programme for getting trained with the latest ICT tools.

The experienced staff members handle the examination related issues in a transparent and efficient manner within stipulated time.

Regarding internal evaluation and test examination, evaluated answer scripts are shown to the students, thus minimizing the test related grievances.

Feedback mechanism (both offline & on-line) for students, enables them to submit their grievances.

Our college has a fully automated library (KOHA) where students can easily access books and journals. Faculty regularly shares material from e-books and LMS. College provides information through social media like facebook page and whatsapp group, etc.

Our students and employees also have access to a canteen where they can get refreshments and meals as needed. Four staffs prepare and serve food in a hygienic manner. Every day, it is thoroughly cleaned, and sanitation is performed every three months.

The college also has a separate room for IQAC, NSS, NAAC, water supply house, power supply facility rooms, drinking water supply room, students' garage, guard room and student common rooms (01 for girls, 01 for boys). Students of the college take part in cultural activities like drama, recitation, singing, and dancing on different occasions, such as Independence Day, Republic Day, International Language Day, Teacher's Day, College Foundation Day and the birthdays of famous people like Rabindranath Tagore, Kazi Nazrul Islam, etc.

The college has a large playground and an indoor field.

College students participate in inter college sports.

File Description	Document
Upload Additional information	[View Document](#)

4.1.2

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

Response: 30.4

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
6.72	32.609	7.71012	12.705	10.94

File Description	Document
Institutional data in the prescribed format	[View Document](#)
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)	[View Document](#)

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:

Response:

An integrated library management system (ILMS) is a software system that helps libraries manage their operations more efficiently. It is a comprehensive system that provides all necessary features to automate the library's activities, including cataloging, circulation, acquisitions, serials, and OPAC (Online Public Access Catalog).

The system's core features typically include:

Cataloging: This feature allows librarians to create and maintain a database of library materials. It includes features for adding and editing bibliographic records, searching for items, and classifying materials according to the library's classification scheme.

Circulation: This feature helps librarians manage checkouts, returns, and renewals of library materials. It also includes features for placing holds on materials, generating overdue notices, and managing fines and fees.

Acquisitions: This feature allows librarians to manage the process of acquiring new materials for the library, including ordering, receiving, and paying for materials. It also includes features for managing vendor information and budgets.

Serials: This feature helps librarians manage periodical subscriptions and serials. It includes features for tracking issues and managing claims.

Online Public Access Catalog (OPAC): This feature allows library patrons to search for materials in the library's collection, place holds on items, and view their borrowing history

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:

Response:

- The entire college is covered by CCTV cameras, which are monitored from the principal's office. The record is preserved for future reference for 30 days. The Principal is also able to watch CCTV camera footage from anyplace.
- Major official work of the college including accounts, students' admission, registration-cum-enrolment data submission to the university, and internal marks uploading to the university portal is done by non-teaching official staffs.
- Salary billing of the employees is done through HRMS (Govt. of West Bengal) portal etc.
- Teachers use ICT based teaching and learning techniques to grab the attention of their students. For better understanding, students are offered power point presentations, audio-visual aids, and documentaries connected to the curriculum.
- To access the internet, both teaching and non-teaching personnel are given a username and password.

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 1927

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 02

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: 11.68

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	27.15	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document
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)	View Document

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: 78.18

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
3625	3630	2104	1219	143

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](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format	[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: D. 1 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)	View Document
Institutional data in the prescribed format	View Document

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
00	00	00	00	00

File Description	Document
Institutional data in the prescribed format	View Document

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: E. None of the above

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: 0.07

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	0	0	01

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
120	507	418	228	147

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)	[View Document](#)
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)	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.2.2

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

Response: 0

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
00	00	00	00	00

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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
00	00	00	00	00

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: 4.4

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
10	08	00	00	04

File Description	Document
Upload supporting document	<u>View Document</u>
Institutional data in the prescribed format	<u>View Document</u>

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:

Response:

We don't have any registered Alumni Association, so have not yet received any financial support/service from our alumni but they provide moral support for growth and development of college**.**

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:

Response:

Vision and Mission:

VISION: To impart, promote and spread holistic education among students to make them self reliant, trained human resource and responsible members of the community

MISSION:
• Empowerment of students to make them academically confident, mentally tolerant, morally upright and environmentally conscious in multiculturalism and egalitarianism
• To develop Knowledgeable citizens with multidisciplinary global competencies To uphold universal, moral and social values
• To develop commitment towards preservation of environment and sustainable development for our society and nations
• Since our college is a rural based college with a large number of students from financially underprivileged, reserved categories, many of whom are first generation learners, our aim is to try and ensure some kind of employability for them through proper training & carrier counselling, NCC, short term computer course and other technical courses.

NEP & Institutional Perspective Plan:

An Institutional Development Plan (IDP) was adopted in 2018-19 through long-term vision on sustainable growth. The IQAC, on the other hand, makes most of the short-term perspective plans. The institution has evolved a strategic plan of e-governance in all areas of institutional functioning.

Decentralization and Participation in the Institutional Governance:

To achieve the desired goal, the College has a well-defined two components based ('Proper Planning and 'Implementation')organizational structure for effective college management. is the other.

The principal is the college's academic and administrative leader, as well as the chairperson of all

subcommittees.

All the vital decision related to finance, policy making, administrative and infrastructural developments are approved by the college Governing Body (GB). The GB forms different statutory committees like Finance Committee, Purchase Committee, Construction Committee, etc.

The Governing Body and the Principal work together to frame and implement institutional policies.Under the Principal's leadership,various committees have been formed (like Internal Complaints Committee,Women's Cell, Anti-Raging Cell, IQAC, NAAC Core Committee, Examination Committee, Admission Committee, Grievance Cell, Cultural Committee, Sports Committee etc.) to provide quality education, to monitor & maintain uninterrupted infrastructure growth and finally policy implementation to make the Vision and Mission of the institution successful.

Academic Sub-Committee, Student Welfare Committee, Examination Committee and many more can ensure the holistic all-round growth & success through proper maintenance and protection of our goals.

Our college has dedicated Teachers' Council for monitoring academic standard, student centric matters, other benefits of the teachers etc.

Conveners of the respective committees are entrusted with the major responsibilities to convene the meetings and take decisions on their respective areas in a democratic manner.

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:

Response:

Administrative setup Nur Mohammad SmritiMahavidyalaya is affiliated to University of Kalyani, West Bengal. Initially the head of the institution was the Principal-in- Charge. He is assisted by the IQAC, Academic Committee, Finance Committee, Purchase Committee, Teachers' Counciland various subcommittees. The Governing Body is the apex body of the college.

The college administration governed by the West Bengal Universities and Colleges (Administration and Regulation) Act,2017, and University of Kalyani statutes. The Governing Body consists of Government nominated President, Principal acting as Secretary of the Body, two Government nominees, two University nominees, three elected Teachers' Representatives, one elected non-Teaching Staff's Representative. There is provision for a Nominee of the Higher Education Department of the Govt. of West Bengal, a nominee from Donors and a student representative.

Matters related to staff welfare, their appointments, sanctioning of leave (above 15 days), their retirements, approaching the higher authorities to fill up the vacant posts etc., are considered by the college Governing Body.

Recruitment and Promotional Policies

The West Bengal College Service Commission recruits the teaching faculties. The Commission makes recommendations for the names of faculty to be appointed in the college, and the Governing Body acts on such recommendations. Newly appointed faculties have one-year probation period. Their promotion is based on the period of service and the API score.

The State-aided College Teachers (SACT) are appointed by the college through interviews by the Expert Committees and duly approved by the governing body of the college. The state govt. after being satisfied with the transparency of the recruitment process approves of their SACT status. On completion of M. Phil, Ph. D. or qualifying in the NET/SET examinations there are rewards for them in the form of an incremental increase in their remunerations. The yearly increment for their service is also in place.

The non-Teaching staffs are recruited by the college authority. The posts that have prior sanction and clearance from the govt. of West Bengal are filled up transparently by the Governing Body through an expert committee. Then the state government after being satisfied with the transparency of the process of recruitment approves the selected candidates and issues pay fixation. The probationary period for them is one year.

The college also recruits non-teaching casual staff considering the increase in workload. These staffs are recruited on a temporary basis. Although they do not enjoy the benefits of yearly increments in remunerations, their remunerations have increased several times during the last five years.

All the service rules related to leave, promotion, and retirement benefits are guided by the Govt. of West Bengal. Regarding procedure of payments of salaries of staff, the grant-in-aid pay-packet system as sanctioned by the DPI, West Bengal is mediated through the respective treasuries and deposited to individual bank account through HRMS portal of the Govt. of West Bengal. The administrative system of the college in respect of office works, admission, library works, has been partially digitized i.e. made through on-line mode.

6.2.2

Institution implements e-governance in its operations

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

Response: E. None of the above

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:

Response:

The college offers a variety of welfare programmes for both teaching and non-teaching employees enlisted below:

• Faculty members are deputed to attend Orientation and Refresher Programme 'on duty'.

• The college follows "Employees Provident Fund Program of the Government" for its permanent teaching and non-teaching staff.

• Casual leave, Maternity leave, Medical leave, and Earned leave are permitted as per government rules.

• Employees have access to sports equipment.

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

• The college provides festival allowance to non-teaching casual staff.

• The college's teachers' council offers unconditional financial assistance (donation) on urgent basisduring a medical emergencyto any staff members who experience financial difficulty.

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
00	00	00	00	00

File Description	Document
Policy document on providing financial support to teachers	[View 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: 9.62

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
15	00	00	00	00

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
12	19	12	12	12

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)

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:

Response:

The College has been continuously mobilizing government funded grants for overall up-gradation of the college. The primary source of funds is based on the collection of student fees alongwith the Development Fund generated from student. General fund is utilizedfor remuneration and recurring costs like maintenance works and development fund is utilized for infrastructural up-gradation. The college also get support from the Department of Higher Education, Government of West Bengal, NTPC & Department of Minority Commission – MurshidabadZillaParishad for classroom building, instruments etc.

The major areas as identified by the college for mobilization of funds are:

• Infrastructure developmental and maintenance.

• Green campus/Environment maintenance initiatives.

• Support to address pandemic situation.

The area of the main campus of the college being limited in comparison to our requirement, the Governing Body is constantly looking for new space for infrastructural development to accommodate growing number of departments.

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:

Response:

The IQAC has crucial role to maintain the academic standard of the institution and it is followed by proper coordination and communication with all head of the departments. At the start of every academic session, IQAC take initiative to coordinate work allocations of teachers for optimal utilization of their

specialized skills for multipurpose aspects beyond their departmental obligations, for the benefit of the students. The In a pandemic situation, IQAC made the implementation of e-teaching-learning-and-evaluation processes to continue the academic matters uninterrupted manner.During pandemic period, the college and provided encouragement and made arrangement for online training to teachers for their academic up-gradation for educating students. The IQAC works hard to coordinate such activities in order to improve the teaching-learning process and interdepartmental cooperation. Implementation of e-teaching-learning and evaluation processes through the use of cutting-edge ICT tools and teaching aids helped a lot.

From 2018-19 onwards, an orientation programme has been offered to newly admitted students for each department separatelyto assist themabout the future prospects of the subjects. In this programme, the teacher-in-charge, IQAC coordinator, and departmental teachers provide inspirational lectures to inspire students to study their respective subjects with full passion, devotion, and love.

Internal Quality Assurance Cell (IQAC) arranged meetingon regular basis to discuss/monitor the following matters:

- Feedback related matters - collection, analysis and remedy for improvements
- Collaborative research initiatives with intra and inter departmental/other institution(s)/ membership of international networks
- Participation in NIRF
- Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, ISO Certification etc

IQAC make frequent visits to different departments to check the following:-

- Check hours of direct teaching in teacher appraisal books.
- Lesson plan with uniform credit inputs. Proper documentation.
- Organization of seminars.
- Encouragement for more ICT based teaching.
- Online/Offline feedback of students as recorded with proper documentation.

Apart from the above, IQAC put some valuable suggestion

- Maintenance of batch wise, year wise and department wise results.
- Recordings of innovative teaching techniques (if any).
- Encouraging the students to take up free skill enhancement courses.

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: C. Any 2 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	[View Document](#)
NIRF report, AAA report and details on follow up actions	[View Document](#)
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)

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:

Our college's disciplinary committee and IQAC create an annual strategy to pursue gender equality in concept and in practice.

The College organizes lectures, talks, outreach activities, and workshops on gender problems to raise awareness about sexual abuse legislation, sexual harassment in the workplace, women's rights and domestic violence, POSCO, etc.

With the assistance of well-respected experts, seminars and workshops on Women's and Human Rights are organized. There is a separate common room with all necessary amenities for female students. Lady Attendants are provided in the Girl's Common Room. The college has installed CCTV cameras at the entrances and in strategic locations around the campus to increase safety.

For any breach of women's rights, there are online and offline options for compliance registration for girls students. The website includes the link. The Women's Empowerment Cell (Vishaka cell), Internal complaints committee play active role in addressing health and hygiene concerns, as well as gender-sensitive issues, pertaining to female students and faculty.

The internal complaints committee, in accordance with the Vishaka Guidelines, keeps a close eye on gender issues to ensure that girls students are not harassed at any cost, thereby retaining a balanced, stable, and healthy relationship in order to provide equal opportunities to both male and female students of the college.

In addition to this, the college has a properly formed Anti-Ragging Committee and Grievance Redressal cell to safeguard student safety and protect their interests.

The teachers in the classroom provide equal attention and guidance to all students, regardless of gender.

The institution provides male and female students with equal chances to participate in various activities of NCC, NSS including cultural, sports, excursions and extensive programmes. ID cards are given to students to prevent unauthorised admission.

File Description	Document
Upload Additional information	[View Document](#)

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: D.1 of the above

File Description	Document
Policy document on the green campus/plastic free campus.	[View Document](#)
Geo-tagged photographs/videos of the facilities.	[View Document](#)

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: D. Any 1 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	[View Document](#)
Policy document on environment and energy usage Certificate from the auditing agency	[View Document](#)
Green audit/environmental audit report from recognized bodies	[View Document](#)

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:

Response:

• The College instils in its students mutual respect, effective interpersonal relationships, love for country and good communication and explicit understanding in order to create an inclusive environment with tolerance and peaceful coexistence towards cultural, regional, linguistic, communal socioeconomic, and other diversities.

• Our college tracks the cohesion of a heterogeneous collection of students, including Hindus, Muslims, and Christians.

• In college, administration never tolerates community attitudes among students from various socioeconomic backgrounds. The teaching and non-teaching employees are equally welcoming to students from all communities, language and geographical groups.

• To support students with linguistic issues, teachers use a bilingual method of instruction when necessary. This enhances the academic achievement of students.

• The college rigorously adheres to government criteria when it comes to giving financial assistance in the form of scholarships for all tribes and castes.

• Scholarship helpdesk assists financially deprived students who deserve to pursue higher education by assisting them in acquiring financial aid from government and non-government entities. The college also gives financial aid to students in need.

• At festival events like as 'Durga Puja,' 'Saraswati Puja,' 'Muharram,' and 'Eid-ul-joha,' students and staff from all groups offer well wishes and embrace one another, demonstrating communal unity on the college campus.

• The college encourages its students and faculty to take on leadership positions in the community by hosting community service events.

• Together with staff and students, the college conducts awareness programmes on subjects like women's affairs, cyber security, legal help, and human rights.

• The NSS Unit of the college routinely organises activities such as the Plantation programme, Blood Donation Camp, Mask and Sanitizer Distribution, Awareness camp against epidemic and pandemic diseases, Say No to Drugs campaign, Nutrition Survey, etc.

Sensitization of Students and Employees of the Institution to the Constitutional Obligations

The staff and students of the institution are motivated to uphold constitutional obligations such as ideals,

rights, duties, and responsibilities via a wide range of activities.

• When commemorative days such as Independence Day, Republic Day, and the birthdays of our great national heroes and other notable figures are commemorated on the college campus, we the faculty and students experience a sense of unity and patriotism.

• Seminars and special lecture on Indian democracy and human rights are organized each year by several Departments including of Political Science, History and Education.

• Students from many departments have participated in events like the Youth Parliament Competition conducted by various institutions.

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:

Best Practice -1: Women Education

Nur Mohammad Smriti Mahavidyalaya is located in a rural, underdeveloped location; residents of Sumserganj are first generation learner, and mostly Beedi workers. The local people are worried about their next generation's future in academic aspect. **Through continuous monitoring and proper counselling Girl students' number has been increased in significant manner.** Students' dropout rates have been minimized through different Scholarships from both government and non-government organizations. Out of total students almost 80% are girls' students in our institution and they are coming from minority family (first generation learner). In our modern society, women's unwavering dedication, resilience, and passion have not only broken barriers but have also paved the way for a more inclusive and diverse educational experience for all.

Best Practice -2: Skill Development

Institute has clear vision to educate and groom the students for successful professional careers in different sectors of private and government enterprises, entrepreneurship in the following manner.

1. To make the students aware of the societal aspects, ethical practices in profession, and the importance of team work to function coherently and effectively in multidisciplinary context through incorporation other interdisciplinary professional courses.
2. To develop language skills – Spoken English.
3. To develop technical skills through Computer training.
4. To develop self defence among the girl's students

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:

Response:

Institutional Distinctiveness: Nur Mohammad Smriti Mahavidyalaya is located in a rural based college, located in underdeveloped region, and residents of Sumserganj, Murshidabad are first generation learner mostly Beedi workers. Local residents wants to access the facility of cheap higher education for their children close to their homes. As stated in the vision statement of the college, primary focus of Nur Mohammad Smriti Mahavidyalaya is on serving the educational needs of students of the locality and adjoining areas. The College is comprised of faculty members from all corners of West Bengal who are committed to realizing the institution's primary vision.

To mention a few

•Students are given the most up-to-date knowledge in their fields of study, as well as the essential study resources. The College library includes a good variety of books and journals for their facilitation.

- College provides hostel facilities for students.
- College students participate in a variety of social activities organized by the NSS such as blood donation camps, plantation programmes, anti-plastic campaigns, and various awareness campaigns. These activities foster students' overall growth.
- Students who graduate from the College frequently enroll in PG courses, B.Ed. courses, and participate in various competitive examinations, with some of them being successfully hired.
- Many of our Alumni include notable figures from virtually all sectors, including academia, corporate, defence service, govt service sector, culture, etc.
- In addition to conventional teaching-learning, skill-based training like Basic computer training, Tailoring, Spoken English to overcome language barrier is done after class hours to empower students with various skills for self-reliance and entrepreneurship development and to make them jobready.

- The College offers excellent sports and recreation facilities, and its students have routinely performed well in a variety of sporting competitions.
- Scholarships from both government and non-government organizations have been made available in order to minimize dropout rates.
- Students are always encourage to participate in exhibition, seminars etc.
- College provides the facilities to publish General articles/Research article/ Reviews etc in the College Journal.
- College also publishes wall magazines, e-magazines, print magazines to explore creativity of the students.
- College provides health check up facilities and free medicine center for students.

Women are well-represented in the college's student body, faculty, and subcommittees. There is a women's cell, a grievance redressal cell, and an internal complaints committe to handle matters pertaining to gender.

5. CONCLUSION

Additional Information :

Future Plan(s) of the Institute

The institution has a Perspective/Strategic Plan to develop our Institution in a systematic, well-planned and phased manner.

1. Introduction of new self-finance professional course at the under-graduate and Post Graduate level. We have the plan to introduce new science and other application oriented courses as per local students demand.
2. Improvement of the scope and profile of the Teaching-Learning process through greater use of ICT and other innovative means.
3. Renovations of all-round infrastructure and computing facility development.
4. Application for Approval of UGC 12(b) & 2(f) affiliation.
5. Increase of Collaborative multidisciplinary research & consultancy work with Academic Institutes and industries.
6. **Future Plan for Entrepreneurship:** NMSM has the plan to launch the Agro-product based incubation centre to train female students to fruit-based products processing, engage for market surveys and explore business opportunities in this sector. These initiatives equip entire young generation especially female students for entrepreneurship development with practical skills and knowledge, enabling them to pursue careers and economic opportunities after graduation.
7. Application to various agencies for sponsored research / consultancy/patents/seminar & workshop etc.
8. Achievement of national and international recognition in the form of grants /awards

Coverage beyond syllabus

To educate the students following a stipulated curricula and syllabus as per NEP 2020, new carrier oriented multidisciplinary certificate/Add-on course will be introduced. It is the flexibility of the course teacher to formulate a detailed lecture plan meticulously so that advanced and emerging topics are also taught in synchronization with the fundamental topics so as to enrich the course to the maximum possible extent.

Concluding Remarks :

Nur Mohammad Smriti Mahavidyalaya will take all-round initiative for holistic development among the students. It is hoped that this college, harmonizing tradition and modernity, will emerge as a unique institution of higher studies. Quality higher education plays a crucial role in progress and success among students and society. The main aim of establishing this college is to spread collegiate education among the girls, economically challenged and minority community students.

Nur Mohammad Smriti Mahavidyalaya family is always aware of their responsibility to properly shape the young minds and to inculcate the sportsmanship like spirit to face and overcome real life challenges. The role of education is not just to provide the means to a job, a livelihood, but also to form a worldview, a perspective

towards life.

As a Principal of the college, I am committed towards this holistic approach to an all-round development of this college and to spread its flavor into society.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
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)** Answer before DVV Verification : 3 Answer After DVV Verification :0
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* 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 Answer before DVV Verification: <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>49</td><td>0</td><td>0</td><td>0</td><td>0</td></tr></table> Answer After DVV Verification : <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr></table>
1.3.2	**Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)** 1.3.2.1. **Number of students undertaking project work/field work / internships** Answer before DVV Verification : 94 Answer after DVV Verification: 27
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* Answer before DVV Verification : A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website Answer After DVV Verification: C. Feedback collected and analysed
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* 2.1.2.1. **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)** Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
604	627	397	406	377

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
604	627	397	406	373

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
1727	1727	945	945	891

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
1839	1839	1006	1006	948

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
23	23	23	24	10

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
24	24	24	11	11

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
23	23	23	24	09

Answer After DVV Verification :

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

14	11	11	10	10

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

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**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
05	02	00	04	08

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	00	0	0

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
05	04	03	04	08

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0	01	01	0	01

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**

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**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
10	07	20	14	14

Answer After DVV Verification :

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

06	05	12	09	09

Remark : DVV requested clarifications against eighteen publications, however, found only eleven fit for consideration. Revised on a pro-rata basis.

| 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
8	0	0	7	5

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
04	0	0	03	02

Remark : Revised in accordance to the documents available. |

| 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.*

Answer before DVV Verification :
Answer After DVV Verification :03
Remark : HEI reiterated the faculty exchange programs, and special lectures delivered have been extended as activities once again. In DVV's humble view, special lectures are not equivalent to the faculty exchange defined by the bare definition of faculty exchange [https://claflin.edu/academics-research/the-office-of-global-education/faculty-exchange]. |

| 4.1.2 | *Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years*

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
42.76	34.47	25.74	62.88	66.66

Answer After DVV Verification :

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

| 6.72 | 32.609 | 7.71012 | 12.705 | 10.94 |

4.3.2	**Student – Computer ratio (Data for the latest completed academic year)** 4.3.2.1. **Number of computers available for students usage during the latest completed academic year:** Answer before DVV Verification : 04 Answer after DVV Verification: 02 Remark : Revised as per the HEI discloser.
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)* 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)** Answer before DVV Verification: 	2022-23	2021-22	2020-21	2019-20	2018-19
---	---	---	---	---
42.76	34.47	25.74	62.88	66.66 | Answer After DVV Verification : | 2022-23	2021-22	2020-21	2019-20	2018-19
---	---	---	---	---
0	27.15	0	0	0	
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* Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: D. 1 of the above
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
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0	0	0	0	0	

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	01

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
13	21	03	15	36

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
120	507	418	228	147

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
1100	00	00	1050	825

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
10	08	00	00	04

6.2.2 | *Institution implements e-governance in its operations*

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

Answer before DVV Verification : A. All of the above
Answer After DVV Verification: E. None of the above

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*

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
15	00	00	00	00

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
15	00	00	00	00

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
00	19	00	00	00

Answer After DVV Verification :

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

Remark : Claims beyond the earlier submitted FDPs/MDPs are not permissible as per NAAC SoPs.

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.** Answer before DVV Verification : A. Any 4 or more of the above Answer After DVV Verification: C. Any 2 of the above Remark : Except for the two sub-metric, HEI has not provided appropriate documents for the rest of the sub metrics. Revised as per the available documents.
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**

	Answer before DVV Verification : C. 2 of the above Answer After DVV Verification: D.1 of the above
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 : B. Any 3 of the above Answer After DVV Verification: D. Any 1 of the above

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of teaching staff / full time teachers during the last five years (Without repeat count):** Answer before DVV Verification : 24 Answer after DVV Verification : 23
1.2	**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
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23	22	21	22	22 | Answer After DVV Verification: | 2022-23	2021-22	2020-21	2019-20	2018-19
---	---	---	---	---
23	22	22	11	11	