

SELF STUDY REPORT FOR NAAC ASSESSMENT

2015

(Re-Accreditation)



Manbhum Mahavidyalaya

Manbazar, Purulia, West Bengal



<http://manbhummv.in>



MANBHUM MAHAVIDYALAYA

(AFFILIATED TO THE SIDHO-KANHO-BIRSHA UNIVERSITY)
Vir Ganganarayan Road

P.O:- MANBAZAR * DIST:- PURULIA * Pin-723131(West Bengal)

ESTD:- 1986

Phone: (03253) 255632

Email:mb_college@rediffmail.com

Website: <http://www.manbhummv.in>

Ref. No: MM/NAAC/143/15

Dated: 30.12.2015.

To
The Director,
National Assessment and Accreditation Council (NAAC)
P.O. Box No. 1075, Nagarbhavi,
Bangalore- 560072.

Sub: Uploading SELF STUDY REPORT 2015 of MANBHUM MAHAVIDYALAYA, for
Second Cycle Re-Accreditation in our official website www.manbhummv.in

Sir,

In compliance of our LOI requirement, we are glad to upload our SELF STUDY REPORT 2015
in our official website www.manbhummv.in for Second Cycle Re-Accreditation.

I look forward to hearing from you on your decision for peer team inspection in our college.

Thanking You,

Yours truly,

(Asutosh Biswas)
Teacher-In-Charge
Manbhum Mahavidyalaya,
Jharbagda, Manbazar, Purulia.

Teacher-In-charge
Manbhum Mahavidyalaya
Manbazar, Purulia



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PREFACE

Manbhum Mahavidyalaya, West Bengal, established in 1986, celebrated its Silver Jubilee in 2010-2011. The journey in these twenty five years was not always a smooth one, but the zeal and fervor among the teachers and staff enabled the college to overcome all hurdles and provide knowledge to students and empower them to face the challenges of life in the coming years. The college was assessed by NAAC in 2007 and obtained Accreditation B.

While admitting the fact that the IQAC was not properly functional till 2013, we do realize the need for transformation along the lines of Quality Assurance. We pledge to become a thriving organization by providing quality services to our prime stakeholders, the students.

We appreciate that the NAAC Assessment framework readily provides a roadmap for qualitative improvement of the institution and would enable us to make '*quality to be the defining element*' of our existence.

We proceed to make our reaccreditation for two purposes

1. To renew the mark of NAAC re-accreditation for all practical purposes.
2. But there is a holistic purpose as well

We sincerely believe that only through the effective functioning of the IQAC the college can have a long term perspective plan to enrich the college along the lines of Quality Assurance.

In our endeavor towards Quality Initiative we believe

1. **Teachers** should be the **pathfinders**
2. **Path** be defined by **stakeholders' expectations**
3. Build our **strengths** and overcome the **weaknesses**

We have endeavored to enumerate not only our strengths but also the self introspective understanding of our weaknesses which we need to overcome in the future.

We expect that whatever be our accreditation – the post accreditation quality assurance initiatives will surely help us to change ourselves.

Valuable suggestions and guidelines provided by the NAAC Peer Team in their Recommendation Report on 1st Cycle assessment, some of these suggestions and recommendation have been taken care of and tried our level best to implement in last Five years. Some of them are-

- The numbers of research and research related publications have increased.
- Attendance in seminars, workshops have also increased.
- A few teachers have already taken up Minor Research projects,
- More faculty members have secured Ph. D degrees, a few more pursuing their Ph. D. degree too.
- We have already initiated to develop a Language Laboratory for developing English Communication skills and likely to be finished soon.
- In line with the recommendation of the NAAC Peer Team and to utilize manpower of Commerce department to its potential we started a Self-financed BBA (Honours) Course, unfortunately after successful tenure of 4 years, the course is closed due to lack of students.

The Report published in the prescribed format, processes data in the following order: a) Preface, b) Executive Summary c) Profile of the Institution d) Criterion wise Analytical Report e) Departmental Evaluative Reports. Preparing the report was an arduous but rewarding task - a learning process by itself. Self study is also self- policing and soul searching. We submit this to the NAAC Peer Team for their valuable appraisal and evaluation.

During the course of preparation of Self Study Report, we have collected data department-wise and institution-wise. In this regard, cooperation and assistance from all the stakeholders are gratefully acknowledged. Without their whole hearted support it would not have been possible for us to prepare and submit this Self Study Report for Re-accreditation to NAAC.

Asutosh Biswas

**Teacher-in-charge
Manbhum Mahavidyalaya**

EXECUTIVE SUMMARY

About College

Manbhum Mahavidyalaya, initially affiliated to the University of Burdwan, on 05.01.2011 the affiliation has been shifted to Sidho-Kanho- Birsha University, Purulia, was established in 1986 with a view to extending academic knowledge, offering a scope for higher education and all round development to its students especially who are hailed from economically backward and socially down-trodden in the district.

The College came into existence primarily as a result of enterprise and responsibilities undertaken by local residents and social workers with lofty objectives. The College building came up with admirable support from the local residents and Purulia Zilla Parishad.

The College is situated at the base of a hillock, surrounded by calm atmosphere free from din and bustle of the town. It is 54 away from District Head Quarter and 3 K.M. away from Manbazar Town giving an ideal academic environment. But we all know that despite having rich cultural and historical heritage of the district, it has never been regarded as one of the educationally advance district in the state. As per official record the College is working in a rural, tribal and backward area of the district. In reality around 75% students are from SC, ST and OBC categories, of them a conspicuous number of students are 1st generation learners and economically in the BPL strata. But it is our belief that in spite of all odds we can achieve our goals by sheer self-confidence and belief, faith on our cultural tradition and devotion to our duties.

Manbhum Mahavidyalaya aims at acting as one of the important educational institution to cater to the needs of the student fraternity. As a social institution it undertakes its responsibility to bring about a happy union of the different strata of people of the society.

IQAC was formed on 03.03.2009, after the first assessment in 2007, wherein the College was accredited with B Grade (institutional score of 73). The IQAC of the College has developed several quality assurance mechanisms within the limited existing academic and administrative system. It envisions Total Quality Management, for quality sustenance and improvement in academic and administrative activities of the institution. It supports the organization of workshops, awareness programs, extension lectures, curricula, teaching-learning and evaluation, research oriented seminars, planning/implementation of advanced learning resources, ICT management and suggestions for empowerment of staff, leadership and governance patterns in strategic planning. It

collects, maintains and analyses documents directly/through the College office. Policies/plans regarding quality assurance are communicated in meetings of the different sub-committees, Teachers' Council, Non-teaching Staff Association, Students' Union and alumni. It analyses the feedback received from all stakeholders and informs all concerned about its outcome for correction and amelioration. Representatives of all stakeholders (management, teachers, students, non-teaching staff and alumni) are present in the IQAC.

A brief survey of the academic and co-curricular activities, considered criterion-wise, shall be worthwhile.

CRITERION I: CURRICULAR ASPECTS

The college offers UG programmes affiliated to the Sidho-Kanho-Birsha University, Purulia. There is also provision for five courses in the DE Mode offered by the Netaji Subhas Open University Study Centre. The College provides ample opportunities to the scheduled caste, Scheduled Tribe and other backward classes.

For self-development, the faculty members proceed to orientation/refresher courses and workshops on curriculum development/ examination reforms/quality initiatives/management issues. Some teachers of this college are consulted on academic matters and curriculum design and development by the affiliating University by selecting them into academic bodies of UG studies. The college has the detailed programme of the lesson plans for every subject (Honours, General & Compulsory), including distribution of the syllabi among the teachers, enabling the teachers and the taught to prepare themselves for the lectures. Moreover, problem solving exercises, field studies/visits, surveys and excursions and project works ensure skill development in relevant subject-areas of study. The College facilitates innovative teaching-learning process through seminars/workshops based on the curriculum; audio-visual mode of teaching, study tour/excursion/field-work, up-gradation of ICT based learning resources, use of library. The college envisions widening Scope of UG Programmes by introducing new subject like Mathematics honours, Political Science honours, Education, Sociology, BBA; introducing PG Courses in Santali etc.(Santali PG & BBA)

CRITERION II: TEACHING-LEARNING AND EVALUATION

With the aim of quality education and student empowerment, the website and prospectus provide all relevant information about admission / institutional facilities / rules / regulations serving as guides to a transparent admission of students, which is made on the basis of merit in the previous qualifying examination. The College offers opportunities to SC/ ST/OBC/women/ economically weaker sections/minority communities abiding by the directives of the Govt. of West Bengal and Sidho-Kanho-Birsha University, Purulia. The college also provides remedial coaching classes for SC, ST, OBC, Minority and Economically backward students to better their academic performance level. Free-ships and other concessions are available to the economically weaker sections. The college has a brilliant and efficient faculty. 04 teachers of this College are invited as Guest Lecturers to various institutes, universities and colleges for PG teaching. 08 teachers participated in UG syllabus framing workshop organized by Sidho-Kanho-Birsha University, Purulia. Teachers participate in /seminars/conferences as delegates/resource persons. The faculty adopts innovative approaches to teaching-learning by introducing smart board/Internet/LCD Projector/OHP/field work/socio-economic health surveys. Academic support, personal and psycho-social support, and guidance services are provided to students. The College library purchases books and subscribes to various journals/newspapers, with the funds granted. Books for preparation for competitive examinations/internet facilities are provided to the students. Syllabi/question papers of the College/University examinations are kept in the reference section. UGC Sponsored remedial classes and coaching for entry level examinations trains for different services, especially for the SC/ST/OBC, minorities and economically backward students. The Career and Counseling Cell helps students to cope with the demands of competitive examinations.

The institute monitors the quality of teaching-learning through IQAC and Grievance Redressal Cell which collect feedback from all stakeholders, using it to monitor/ evaluate it. Examinations are held as per the university schedules for proper evaluation and preparation of the students to face the global challenges. With the motive of brushing up the admitted students, so that they may shine in life, three years' time is all that the College has to groom them in their academic, co-curricular and personality developmental spheres. This is done successfully by closely monitored programmes. Parents—Teachers meetings are held, but not regularly. This is done successfully by closely monitored programmes and schedules which follow the University guidelines and the sincere

efforts of both teaching and non-teaching staff. The outcome is reflected in the career-graph of the alumni in later life.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION, RESEARCH

The institution encourages and extends all help possible to promote research activities in the institution. Adequate infrastructure and human resources are provided by the institution for smooth progress and implementation of research schemes/projects and other research initiatives. Internet, LAN and journals and e-journals subscriptions are made available to all faculties to facilitate research activities in the college. Teachers are motivated in the department to pursue at least one minor/major research project in their area of specialization or one that is inter-disciplinary in nature. Presently, 50% teachers involved in active research work in the institution. The college has received funds for 03 Minor Research Projects (UGC) in the Post accreditation period. 42 Eminent academician, poets, historians have visited as resource persons in the national level seminars organized by different departments in the last five years. Four faculty Members have been awarded Ph.D. Degree by different Universities during the last eight years. More than 10 faculty members have either acted as resource persons or presented papers in national and international conferences and seminars. Faculty have published and presented a large number of research papers in various National/International seminars in their individual capacity in National/International journals, 16 books, chapters in books, and 51 articles are published in proceedings of seminars and as other publication, etc. Under the guidance of IQAC, the college is publishing a research journal volume from last year.

EXTENSION

The college boasts of excellent record of accomplishment with respect to extension activities in the different categories like Community development, Social work, Health and hygiene awareness, Health camp, and literacy, Blood donation camp, Environment awareness, Gender sensitization, etc. A neighbouring slum has been adopted by the NSS Units of the College for creating health-care, hygiene, education awareness. Community orientation activities are reflected through blood donation camps, Thalassemia, AIDS awareness programs. Stakeholder perception on the overall performance of the institution is solicited through students, parents, alumni. The NSS Units organize extension programs like cleaning/plantation/literacy mission/community health/ blood

donation camps//National Youth Day/etc. Extension activities ensure the growth of students' awareness as responsible and humane citizens.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

The college has total area of 9.5 acres where the building infrastructure expanded by new classrooms, departmental rooms, gymnasium, Central library, Boys hostels, seminar hall, big playground etc. There are 18 class rooms apart from the central library and Science laboratories and computer laboratory for practical classes. Each classroom can accommodate approximately about 75-80 students. The big classrooms are well ventilated, with lots of sunlight, ideal for a crowded classroom. 03 Classrooms has audio facilities. There are 5 Laboratories for Subjects: Physics, Chemistry, Computer Science, Geography and Physical education. The laboratories are upgraded with advanced Laboratory equipments. The College has a conference room with advanced audio-visuals multi-media facilities like LCD Projector, Laptop, and Computer with High Configuration of the Latest Generation with Internet connections to organize seminars, lectures and other academic activities and administrative meetings. There is an auditorium with the accommodation which is unique of its kind with a stage for academic as well as cultural activities and an accommodation for 1000 people. The College Library utilizes a space of with a Reading Room for free access of students and a Rare Book Section. The total Library Books now stands at 07 with journals and e-resources. Complete Accession Numbering System along with ongoing computerized database for library holdings is available for access of its users. Cataloguing of all books and user friendly Multi-Digit Alpha Numeric Decimal based numbering system is followed for arrangement of books.

The college has installed LAN with a High Configuration Server. Installation of server based local area network (LAN) facility to Provide Fast flow of data across computers, Internet connection in some computers to browse and download study materials, research papers etc. The college has separate Departmental Computer Laboratory for Computer science department .In all there are around 65 Computers in the college. Thus Computer facility is extended to all students and staff. At present there is Broad band internet connection. The computers/Laptops are also interfaced with LCDs to train and develop Power Point presentations for the Teaching. Adequate funds have been allocated in the budgetary provision for maintenance of infrastructure every year. There is a full-

fledged Maintenance Sub-Committee for maintenance of physical infrastructure. The maintenance of computers and scientific equipments is done by manufacturers or agencies under 'Annual Maintenance Contract' (AMC). Maintenance of toilets, bathrooms, service areas and security are done on contractual basis. There is deployment of an electrician for location, upkeep and maintenance of sensitive equipment. Local Area Network (LAN) has been procured for automating in-house activities and services of the library. There are 1 computer available to the users to identify the status of availability of documents in the library and Internet facility with 1computer terminals. Total 04 Computers have been installed in the library. There are also three photocopiers and printing facilities are available. There is a well-designed modern central Computing Laboratory with advanced audio-visuals multi-media facilities like LCD Projector, Overhead Projector, Smart boards.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

The official website, <http://www.manbhummv.in> provides relevant information to stakeholders. Welfare schemes for students include financial assistance/scholarships from central/state govt./other national agencies (about 50-60 % beneficiaries), reservation in admission, remedial coaching, free ships/half-free ships for tuition fees on merit-cum-means basis, and assistance to needy students (books/tuition fees from the College fund). Opportunities/facilities for career counseling, participation in sports, NSS and cultural activities enable students to develop themselves as worthy Indians. Academic, personal, career and psychological counseling is offered by teachers. The College has adopted the UGC Regulations on curbing the menace of ragging in higher educational institutions and has constituted an Anti-Ragging Committee governed by the senior staff members of the College. No instances of ragging have been reported during the last five years. The institution does not have a registered Alumni Association. However, the alumni hold meetings on their own initiative in the College occasionally. Though systematic progression data are not available, by way of personal information we could say that progression to higher education in the last five years is above 35-40% for B.A. students and at least 20% find employment in govt. offices. Special support provided to students at risk of failure/drop-out includes concessions offered to economically backward students/tutorials/discussions/remedial coaching.

The formation and role of the Students' Union strictly follows the statute of the Sidho-Kanho- Birsha University, Purulia. It maintains a concordant atmosphere, promotes the academic environment in the campus, brings the grievances of the students to the notice of the authorities and creates a link between administration and students. Most of its financial requirements are met by the College. There are representatives of the Students' Union in important academic and administrative bodies for development, quality sustenance and enhancement.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT.

The Governing Body is the highest decision making authority with the Teacher in Charge in absence of principal as its Secretary. He plays the leading role in the governance and management of the institution, ensuring transparency in the functioning of the College and maintaining core values, on being facilitated by the GB and supported by the staff. The College has an efficient co-ordination/internal management system under the leadership of the Teacher in Charge for designing and implementing its policies/and plans effectively, through committees, constituted by the GB, of teaching and non-teaching staff and students. All the stakeholders—students, parents, local community, govt./non-govt. bodies the College is affiliated/attached to—participate in institutional plans abiding by the stipulated norms and conditions. Teamwork leads to the best practices of the institution. The participative/democratic principle of the management propels all plans and policies and their implementation and effect, towards consultation with the GB, IQAC and other committees. Thus, empowerment through total decentralization of the administrative system promotes co-operation, sharing of knowledge and innovations. The development, supervised by the management, comprises extension of building, providing additional facilities, introduction of new courses, inclusion of new faculty, employing visiting teachers, etc. The democratic set-up is extensive with each unit having fullest freedom to innovate and plan its perspectives of development, maintaining the line of hierarchy to ensure harmony. The College arranges confidential evaluation of the teachers and the overall institutional performance by the students, which is perused by the Teacher in Charge who takes necessary actions/initiatives for further improvement of the facilities offered by the institution. Salary of all staff is paid on the 1st week of every month from the College fund before the actual amount is released by the State Govt. All permanent staff comes under the GPF scheme. Gratuity is paid on the date of retirement. Loans from PF are easily available as per the extant rules. Funds are allocated/grants are applied for as per UGC

schemes for the building/development projects of the institution. Income/expenditure are closely monitored by the Bursar and Accountant and overseen by the Principal. Judicious expenditure of funds involving proper procedure for purchases by the Purchase Committee with regular audit of the budget indicates transparency in financial affairs.

CRITERION VII: INNOVATIONS AND BEST PRACTICES.

Innovative practices cover the use of ICT in teaching-learning paper presentations on various topics. The model questionnaire serves as the basis for obtaining feedback about teaching-learning opportunities offered by the College from students. With grant from the UGC, remedial coaching classes for the students of backward classes/communities have been introduced. Lectures, seminars and workshops are regularly organized by various departments. Field work is conducted by the Depts. of History and geography.

An exemplarily warm relation is shared between the staff and the taught. This bonding makes the youngsters come up with their personal problems for counseling to the staff members who are their guardians in the institution, just as their parents at home.

The large family of students, teachers, non-teaching staff, alumni, guardians headed by the Teacher in Charge, shares their best efforts towards realizing the vision of the College.



Hon'ble President, M.P., M.L.A., Savapati, With TIC



Vice Chancellor, SKBU



UGC Visiting Team with Registrar, SKBU



Vice Chancellor, SKBU, in Library



Vice Chancellor, SKBU-discussion with College authority

Part : B

Institutional Data

Institutional Data

A) Profile of the College

1. Name and address of the college:

Name:	Manbhum Mahavidyalaya
Address:	Vill: Jharbagda
	Post: Manbazar
	City:
	District: Purulia
	State: West Bengal
	Pin code: 723131
	Email: mb_college@rediffmail.com
	Website: www.manbhummv.in

2. For communication:

Office

Name	Designation	Mobile No.	E-mail
Prof. Asutosh Biswas	Teacher-In-Charge	9434881646	biswas.asutosh0@gmail.com
Prof. Amitava Bandyopadhyay	IQAC Coordinator	9874359010	aban1962@gmail.com
Dr. Pradip Kr. Mandal	Steering Committee Coordinator	9434542189	Prof.p.k.mandal@gmail.com
Prof. Babar Ali Midya	Joint Coordinator	9434227523	midyaba@gmail.com

3. Status of the Institution

- Affiliated College ☒
- Constituent College ☐
- Any other ☐

4. Type of Institution

- a) By Gender
- Men ☐
 - Women ☐
 - Coeducational ☒

b) By shift

- Regular ☐
- Day ☒
- Evening ☐

5. Is it a recognized minority institution?

- Yes ☐
- No ☒

6. Sources of funding:

- Government ☐
- Grant-In-Aid ☒
- Self-Financing ☐
- Any other ☐

7. a) Date of establishment of the college:

22.07.1986

b) University to which the college is affiliated:

Sidho-Kanho-Birsha University

c) Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks
i. Under 2(f)	21.09.1994	
ii. Under 12(B)	21.09.1994	

(Certificate of recognition u/s 2(f) and 12(B) may be enclosed) *Please See Annexure-I*

d) Details of recognition/approval by statutory/regulatory bodies other than UGC

(AICTE, NCTE, MCI, DCI, PCI, RCI etc.) :

Under Section/ clause	Recognition/A pproval details Institution/De partment Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
i.			NA	
ii.			NA	
iii.			NA	
iv.			NA	

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC),on its affiliated colleges ?

YES :		NO :	✓
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If yes, has the College applied for availing the autonomous status?

YES :		NO :	
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9. Is the college recognized ?

a. by UGC as a College with Potential for Excellence(CPE)?

YES :		NO :	✓
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If yes, date of recognition:.....(dd/mm/yyyy)

b. for its performance by any other governmental agency?

YES :		NO :	✓
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**If yes, Name of the agency: State Assessment Council and
Date of recognition :.....(dd/mm/yyyy)**

10. Location of the campus and area in sq.mts:

Location*	Rural / Tribal
Campus area in sq.mts.	9.5 acres
Built up area in sq.mts.	2800 Sq.Mt.

(*Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

- Auditorium/seminar complex with infrastructural facilities
- Sports facilities

- * Play ground ☒
- * Swimming pool ☒
- * Gymnasium ☒

• Hostel

❖ Boys' hostel ☒

- i. Number of hostels: Two
- ii. Number of inmates: 100
- iii. Facilities (mention available facilities):

❖ Girls Hostel ☒

- i. Number of hostels One
- ii. Number of inmates NIL
- iii. Facilities(mention available facilities)

❖ **Working women's hostel** ☒

i. Number of inmates

ii. Facilities(mention available facilities)

- Residential facilities for teaching and non-teaching Staff (give numbers available - cadre wise) ☒

- Cafeteria ☒

- Health centre ☒

First aid: ☒

Inpatient: ☒

Outpatient: ☒

Emergency care facility: ☒

In case of emergency we move to the Part-Time Doctor.

Ambulance: ☒

Health centre staff-

Qualified doctor Fulltime ☐ Part-timer ☒

Qualified Nurse Fulltime ☐ Part-timer ☐

- Facilities like banking, post office, book shops ☒
- Transport facilities to cater to the needs of students and staff ☒

- Animal house ☒

- Biological waste disposal ☒

- Generator or other facility for management/regulation of electricity and voltage ☒

- Solid waste management facility ☒

- Waste water management ☒

- Water harvesting ☒

12. Details of programmes offered by the college(Give data for current academic year)

Sl. No.	Programme Level	Name of the Programme / Course	Duration	Entry Qualification	Medium of instruction	Sanctioned Student Strength	Number of students admitted
i)	Under-graduate	B.A. (G)	3 yrs.	10+2 passed	Eng., Beng.	681	485
		Bengali (H)			Bengali	62	51
		Economics (H)			Eng., Beng.	15	01
		English (H)			English	56	28
		Geography (H)			Eng., Beng.	31	25
		History (H)			Eng., Beng.	71	55
		Pol. Sc. (H)			Eng., Beng.	30	19
		Santali (H)			Santali	56	30
		B.Sc. (G)			Eng., Beng.	81	03
		Comp. Sc. (H)			Eng., Beng.	40	25
		Math(H)			Eng., Beng.	25	16
		B.Com (G)			Eng., Beng.	156	00
		Accty. (H)			Eng., Beng.	40	00
ii)	Post-graduate	-	-	-	-	-	-
iii)	Integrated Programmes PG	-	-	-	-	-	-
iv)	M.Phil	-	-	-	-	-	-
v)	Ph. D.	-	-	-	-	-	-
vi)	Certificate course	-	-	-	-	-	-
vii)	UG Diploma	-	-	-	-	-	-
viii)	PG Diploma	-	-	-	-	-	-
ix)	Any Other	-	-	-	-	-	-
	(specify)						

13. Does the college offer self-financed Programs? Yes ☒ No. ☒

If yes, how many?

14. New programs introduced in the college during the last five years if any?

Yes	✓	No		Number	6
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15. List the departments: (respond if applicable only and don't list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Faculty	Departments (e.g. Physics, Botany, History etc.)	UG	PG	Research
Science	Physics, Chemistry, Mathematics, Computer Science.	✓		
Arts	Bengali, English, Sanskrit, History, Political Science, Sociology, Physical Education, Geography, Education, Santali, Economics.	✓	Santali (upto 2012)	
Commerce	Accountancy	✓		
Any Other (Specify)	BBA (Honours)	✓		

16. Number of Programmes offered under (Programme means a degree course like BA, B.Sc, MA, M.Com.)

- a. annual system
- b. semester system
- c. trimester system

17. Number of Programmes with

- a. Choice Based Credit System
- b. Inter/Multidisciplinary Approach
- c. Any others (specify and provide details)

18. Does the college offer UG and/or PG programmes in Teacher Education?

Yes No ☒

If Yes,

- a. Year of Introduction of the programme(s).....(dd/mm/yyyy)

and number of batches that completed the programme

- b. NCTE recognition details (if applicable)

Notification No.:.....

Date:(dd/mm/yyyy)

Validity:.....

- c. Is the institution opting for assessment and accreditation of Teacher Education

Programme separately?

Yes No ☒

19. Does the college offer UG or PG programme in Physical Education?

Yes ☐ No ☒

If yes,

a. Year of Introduction of the programme(s).....(dd/mm/yyyy)

and number of batches that completed the programme

b. NCTE recognition details(if applicable)

Notification No.:.....

Date:(dd/mm/yyyy) Validity:.....

c. Is the institution opting for a ☒ ment and accreditation of Physical Education

Programme separately?

Yes : ☐ No : ☐

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	* M	*F	* M	*F	* M	*F	* M	*F	* M	*F
Sanctioned by the UGC/University/ State Government <i>Recruited</i>	-	-	-	-	23	-	11	-	-	-
	-	-	-	-	12	-	10	-	-	-
Yet to recruit	-	-	-	-	11	-	01	-	-	-
Sanctioned by the Management/ society or other authorized bodies <i>Recruited</i>	-	-	-	-	-	-	-	-	-	-

*M-Male *F-Female

21. Qualifications of the teaching staff : Please see annexure I (A)

22. Number of Visiting Faculty/Guest Faculty engaged with the College.

0

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.					03		03
M. Phil.					03		03
PG			02		04		06
Temporary teachers							
Ph.D.							
M.Phil.					02		02
PG							
M. Phil.							
PG					12		12
Part-time teachers							
Ph.D.					01		01
M.Phil.						01	01
PG					08		08

23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	2010-11		2011-12		2012-13		2013-14		2014-15	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
SC	165	38	162	49	190	70	190	78	199	77
ST	367	143	385	153	362	166	368	223	401	260
OBC	109	65	112	66	115	74	150	120	200	162
General	437	236	394	242	431	278	428	300	405	280
Others	-	-	-	-	-	-	-	-	-	-

24. Details on students enrollment in the college during the current academic year:

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same State where the college is located	1898	Nil	Nil	Nil	1898
Students from other states of India	03	Nil	Nil	Nil	03
NRI students	Nil	Nil	Nil	Nil	Nil
Foreign students	Nil	Nil	Nil	Nil	Nil

Total	1901	Nil	Nil	Nil	1901
-------	------	-----	-----	-----	------

25. Dropout rate in UG and PG (average of the last two batches)

UG PG

26. Unit Cost of Education

(Unit cost= total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) including the salary component

(b) excluding the salary component

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes : ☒ No. ☐

If yes,

a) is it a registered centre for offering distance education programmes of another University

Yes : ☒ No : ☐

b) Name of the University which has granted such registration.

c) Number of programmes offered:

d) Programmes carry the recognition of the Distance Education Council.

Yes : ☒ No. ☐

28. Provide Teacher-student ratio for each of the programme / course offered

B.A : 24: 1847; B.Sc.: 7:53; B.Com: 2:0

29. Is the college applying or

Accreditation: Cycle1 Cycle2 ☒ Cycle3 Cycle4

Re-Assessment:

(Cycle1 refers to first accreditation and Cycle2, Cycle3 and Cycle4 refers to reaccreditation)

30. Date of accreditation* (applicable for Cycle2, Cycle3, Cycle4 and re-assessment only)

Cycle1:.....(31/03/2007) Accreditation Outcome/Result...B.....

Cycle2:.....(dd/mm/yyyy) Accreditation Outcome/Result.....

Cycle3:..... (dd/mm/yyyy) Accreditation Outcome/Result.....

**Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure. (Annexure II)*

31. Number of working days during the last academic year. (2013-14)

258 Days

32. Number of teaching days during the last academic year (2013-14)

(Teaching days means days on which lectures were engaged excluding the examination days)

190 Days

33. Date of establishment of Internal Quality Assurance Cell (IQAC)

IQAC(03/03/2009)

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

AQAR (i) 2010-2011 (28/12/2015)

AQAR(ii) 2011-2012 (29/12/2015)

AQAR (iii) 2012-2013 (29/12/2015)

AQAR(iv) 2013-2014 (29/12/2015)

AQAR(v) 2014-2015 (29/12/2015)

Certificate of 2F & 12B

UNIVERSITY GRANTS COMMISSION
ABUJAH SHAH ZAFAR MARG
NEW DELHI-110002.

No.F.8-29/91 (CFP-I)

August, 1994

The Registrar
University of Burdwan
Burdwan-713104
West Bengal.

21 SEP 1994

Sub:-List of Colleges prepared under Section 2 (f) of the UGC
Act, 1956-Inclusion of New Colleges.

Sir,
I am directed to refer to your letter No. IQ/Aff/79/400/94 & 1/C/Add/P/78/398/94 dated 8th April, 1994 on the above subject and to say that the names of the following college(s) have been included in the above list under Non-Govt. Colleges teaching upto Bachelor's Degree :-

<u>Name of the college</u>	<u>Year of Btt.</u>	<u>Remarks.</u>
1. Dr. Gour Mohan Roy College, Monteswar, Burdwan, W. Bengal. (Sri. Bipularam Ghosh)	1986	The Colleges are eligible to receive central assistance in terms of the rules framed under Section 12-B of the UGC, Act, 1956.
2. Manbhum Mahavidyalaya Manbazar (Dt. Purulia, (Prof. Chhanda Dev)	1986	

Yours faithfully,

(R L SONDLI)
UNDER SECRETARY

Copy forwarded to :-

1. The Principal, Dr. Gour Mohan Roy College, Monteswar Burdwan, West Bengal-713145.
2. The Principal, Manbhum Mahavidyalaya Manbazar Dt. Purulia.
3. The Secretary, Govt. of India, Ministry of Human Resource Development (Deptt. of Education)-I, 14 Section, New Delhi.
4. All Officers/Sections in the UGC Office.
5. S.O., FD-III/CD-4 UGC Office.
6. Incharge Computer Cell, UGC.
7. Guard file.

ATTESTED

(D D MEHTA)
SECTION OFFICER



Teacher-in-charge
Manbhum Mahavidyalaya
Manbazar, Purulia

Annexure-I(A) , (Ref. 21)**Teachers' Qualification**

SL.NO	NAME OF THE TEACHER	DESIGNATION	EDUCATIONAL QUALIFICATION
01.	Prof. Asutosh Biswas	Teacher-In-Charge (Asst. Prof in Bengali)	MA,B.ED.M,PHIL.
02.	Dr. Sumanta Mandal	Asst. Prof in Bengali	MA, Ph.D.
03.	Dr.Tapan Kumar Patra	Part Time Lecturer in Bengali	MA, Ph.D.
04.	Prof. Chittaranjan Paramanik	Guest Lecturer in Bengali	MA
05.	Prof. Parthasarathi Mandal	Asst. Prof. in English	MA
06.	Prof. Paban Kr. Tibriwala	Part-Time Lecturer in English	MA
07.	Prof. Taraprasanna Mukherjee	Guest Lecturer in English	MA
08.	Prof. Amitabha Sen	Guest Lecturer in English	MA
09.	Dr. Pradip Kumar Mandal	Asst. Prof in History	MA, Ph.D.
10.	Prof. Sandip Sutradhar	Part Time Lecturer in History	MA
11.	Prof. Lalmohan Pati	Guest Lecturer in History	MA
12.	Prof. Amitava Bandhyopadhyay	Assoc. Prof in Economics	MA
13.	Prof. Sadhan Kumbhakar	Part Time lecturer in Economics	MA
14.	Dr. Somnath Rudra	Asst.Prof.in Geography	MA, M.Phil, Ph.D
15.	Prof. Dipak Kumar Mahato	Part-Time Lecturer in Geography	MA
16.	Prof. Krishnendu Bikash Mahato	Part-Time Lecturer in Geography	MA
17.	Prof. Ananta Kumar Besra	Asst. Prof in Political Science	MA, M.Phil
18.	Prof. Asim Kumar Goswami	Part-Time Lecturer in Political Science	MA
19.	Prof. Bedanta Sinha	Guest Lecturer in Political Science	MA, M.Phil

20.	Prof. Shambhu Nath Soren	Asst. Prof in Santali	MA
21.	Prof. Rajendra Prasad Soren	Part Time Lect. in Santali	MA
22.	Prof. Niranjana Mandal	Part Time Lect. in Physical Education	M. P,Ed
23.	Prof. Bidyut Kumar Mahato	Guest Lect. in Physical Education	M.P,Ed,M.Phil
24.	Prof. Kesab GopeMandal	Guest Lect.in Physical Education	M.P,Ed
25.	Prof.Hafizul Molla	Asst.Prof in Mathematics	M.Sc
26.	Prof.Goutam Senapati	Guest Lect in Mathematics	M,Sc
27.	Prof.Anupam Mahato	Guest Lect in Mathematics	M,Sc
28.	Prof.Asima Mandal	Part-Time Lecture in Computer Sc	M,Sc, M.Tech, M.Phil
29.	Prof. Goutam Mandal	Guest Lect in Computer Sc	MCA
30.	Prof.Indrajit Saha	Asst.prof in Chemistry	M.Sc
31.	Prof.Tapas Mishra	Guest Lect in Chemistry	M.Sc
32.	Prof.Rahul Mukherjee	Guest Lect In Physics	M.Sc
33.	Prof.Tuhin Kar	Assoc.Prof.in Commerce	M.Com
34.	Prof.Babar Ali Midya	Asst.Prof.in Commerce	MA
35.	Prof.Tapan Patra	Guest Lect. in Sanskrit	MA
36.	Prof.Madhab GopeMandal	Guest Lect. in Education	MA

Annexure – II (Ref.30)



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

Quality Profile

Name of the Institution : Manbhum Mahavidyalaya

Place : Manbazar, Dist. Purulia, West Bengal

Criterion	Weightage (W _i)	Criterion Score (C _i)
I. Curricular Aspects	100	65
II. Teaching-Learning and Evaluation	400	290
III. Research, Consultancy and Extension	50	30
IV. Infrastructure and Learning Resources	150	115
V. Student Support and Progression	100	70
VI. Organization and Management	100	80
VII. Healthy Practices	100	80
Total	ΣW_i = 1000	ΣC_i = 730

$$\text{Institutional Score} = \frac{\sum C_i}{\sum W_i} \times 100 = \frac{730}{1000} \times 100 = 73.00$$

Date : March 31, 2007



ATTESTED

[Signature]
Teacher-In-charge
Manbhum Mahavidyalaya
Manbazar, Purulia

[Signature]
Director

March 31, 2007/245



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

*The Executive Committee of the
National Assessment and Accreditation Council
on the recommendation of the duly appointed
Peer Team is pleased to declare the
Manbhum Mahavidyalaya
Manbazar, Dist. Purulia, affiliated to University of Burdwan
West Bengal as
Accredited
at the B level.*



Date : March 31, 2007



ATTESTED

31/3/15
Teacher-in-charge
Manbhum Mahavidyalaya
Manbazar, Purulia

Hand
Director

- This certification is valid for a period of Five years with effect from March 31, 2007
- An institutional score (%) in the range of 55-60 denotes C grade, 60-65-C' grade, 65-70-C'' grade, 70-75- B grade, 75-80- B' grade, 80-85-B'' grade, 85-90- A grade, 90-95-A' grade, 95-100-A'' grade (upper limits exclusive)

March 31, 2007/245

PART : C

CRITERIA WISE ANALYTICAL REPORT

CRITERION- I

CURRICULAR ASPECTS

1. CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and others.

As an educational institute the IQAC envisions the coalesce of education and skill

- which be communicated to the stakeholders - clearly and unambiguously
- which be widely understood and collectively shared by all stakeholders

We also realize that when organizational purposes get aligned with right strategy organizational efficiency gets enhanced.

Our Vision-

Our vision is to provide the platform for higher education and all round development to its students especially amongst the relatively deprived, socially and economically backward sections of the society and patronizing the cultural diversity among the students.

Our Mission-

Manbhum Mahavidyalaya is committed to providing excellence in education in Humanities, Commerce and Science faculties in the Under Graduate level to the students of all communities especially to those who are financially weak and socially backward.

The mission of the college is to pursuit of knowledge and develops personal values through academic and extracurricular activities.”

The college emphasizes towards creating an ambience where students gain depth and breadth of knowledge that provide meaningful contribution to career and community.

The college was established with the stated goals and objectives so that-

- Higher education can be accessible to all, irrespective of caste and creed, rich or poor;
- Special stress can be given in catering higher education to the students come from socially backward community;
- Sense of equality evolves;

- Career/employment orientation evolves.

This mission is stated in the Memorandum of Association and communicated to the stakeholders through the college website, prospectus, and orientation program for fresher and in the meetings of Teachers' Council and Governing Body.

Future Plan:

The IQAC has planned to display the objectives of the College in a conspicuous place of the campus so as to make the students identified with the vision and mission of the college.

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

It is well accepted that for fulfillment of the purpose of imbibing knowledge requires effective implementation of the curriculum in each of the departments

The action plan in this aspect is the Academic Plan of each department

- Each department downloads the syllabus from the university website during the commencement of the session.
- Any change made in the syllabus by the university is noted for appropriate retraining for the teachers
- Departments then make a lesson plan for delivery during the academic session.
- Mid-term reviews are made by the department
- Teachers are encouraged by the Head of the Institution to take extra classes in all such situations where classes are lost for exogenous factors.

1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

- The university does not provide any support to the teachers so that teachers can improve their teaching practices
- However the UGC Academic Staff Colleges provide Orientation Programmes and Refresher Courses which helps the teachers to

- update their teaching content
- upgrade their teaching practices
- The college encourages the teachers to participate in OP and RC and grants duty leave to enable them to attend the courses.
- In house training is also arranged to use modern ICT aids to improve teaching practices.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.

For effective curriculum delivery the institution provides

- autonomy to the respective departments and the teachers
- remedial classes are taken for the back learners
- the advanced learners are provided with references beyond text often from online

Future Plan

The IQAC has the plan to encourage the teachers to upgrade the repository of instruction and contents for each of the topic in the curriculum and provide the same in the College website for the students to avail its benefit.

1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalization of the curriculum?

The college does not interact with external body – industry or research body or otherwise – for the purpose of curriculum transaction

1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University? (Number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.)

- The institution being an affiliate of the university does not have any scope of contributing to the development of the curriculum by the university as the same is decided by the University Board of Studies.
- But whenever teachers get the opportunity to attend any seminar or workshop with regard to syllabus revision respective faculties attend such seminars.

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.

The institution has not developed curriculum other than the courses under the purview of the university.

1.1.8 How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?

- Teacher-in-charge makes regular vigil of the classes and examination taking place;
- Marks sheets of Test Examination are handed out and students' performance are appraised at Student-Teacher meetings in the concluding classes;
- Results of College Test are discussed at Teachers' Meetings.

1.2 Academic Flexibility

1.2.1 Specifying the goals and objectives give details of the certificate/diploma/ skill development courses etc., offered by the institution.

- The objective of the college is to spread knowledge amongst the students and make them graduate.
- The Sidho Kanho Birsha University offers 17 subjects to the affiliating colleges for being introduced.
- Manbhum Mahavidyalaya has a fairly high curriculum coverage. The College is able to introduce 16 subjects out of the 17 subject options offered by the university.
- The College has Computer Science option which is not available at the University level.
- The college has introduced 2 new subjects and 2 new honours courses from 2015
 - ❖ 2 general subjects (Education & Sociology)
 - ❖ 2 Honours Courses (Mathematics & Political Science)

1.2.2 Does the institution offer programmes that facilitate twinning /dual degree? If 'yes', give details.

The institution does not offer any programme that facilitates dual degree.

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability

The college offers academic flexibility to the students to the extent as permitted within the university rules and regulations

- Students can change their subject combination before their registration in the university
- Students who fail in one or more papers can progress to the next year and can clear the failed paper by appearing in the supplementary examination
- The institution does not offer any programme that allows the student to develop employability. However it provides as far as possible computer training to the students.
- The college, in order to provide support towards their preparation for the competitive examinations and subsequent progression to the job market, has introduced UGC Sanctioned free Coaching for Service Entry for economically challenged students.
- At the entry level, students choose their Honours and General subjects.
- The College offers options for maximum number of general subjects combinations as extended by the University for the benefit of the students.

The subjects offered by the College are represented below:

Stream	Honours Courses	Available elective General Subjects
		(Select any two subjects with in the restrictions mentioned below.)
B.A.	Bengali	English, Santali, Sanskrit, History, Pol. Sc., Economics
	English	Bengali, Santali, Sanskrit, History, Pol. Sc., Economics
	History	Bengali, English, Santali, Sanskrit, Pol. Sc., Economics
	Geography	Bengali, English, Santali, Sanskrit, History, Pol. Sc., Economics
	Economics	Bengali, English, Santali, Sanskrit, History, Pol. Sc., Mathematics
	Santali	Bengali, English, Sanskrit, History, Pol. Sc., Economics
	Pol.Science	Bengali, English, Santali, Sanskrit, History, Economics
B.Sc.	Computer Science	Physics, Chemistry, Mathematics
	Mathematics	Physics, Chemistry, Computer Science, Economics.

Stream	Honours Courses	Available elective General Subjects
		(Select any two subjects with in the restrictions mentioned)
B.Com.	Accountancy	Group-1, Group-2
General Courses		Available elective General Subjects
		(Select any three subjects)
B.A		Bengali, English, Sanskrit, Santali, History, Political Science, Economics, Geography, Physical Education, Sociology, Education
B.Sc.		Computer Science, Physics, Chemistry, Mathematics
B.Com		Group-1, Group-2 and Group-3

Future Plan

The IQAC has the plan to start Language laboratory to provide a scope to enhance English Communication Skills to the students.

1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

The college does not offer any self-financed programme.

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes', provide details of such programme and the beneficiaries.

The college does not offer any additional skill oriented programme.

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice If 'yes', how does the institution take advantage of such provision for the benefit of students?

The college has entered into a Memorandum of Understanding with-

- Netaji Subhash Open University to run the Distance Education Centre (Manbhum Mahavidyalaya Study Centre) having the following UG departments (Pol Science, Bengali, English, Education, Social Work, Commerce, History, Mathematics, Library Science, Geography etc.)

1.3 Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated?

Periodic review by the Governing Body, Academic Sub Committee, and the Teachers' Council

- Remedial classes are arranged for the back learners
- Students are taken for Educational tours in the Departments of Geography, History and Physical Education to supplement their knowledge from books
- Seminars organized by the Departments give exposure to students on recent developments in the subject

1.3.2 What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market?

The institution does not offer any such programme.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

The 3rd year students are made to get them involved in a field work / practical work

- Seminars and film shows on Human Rights have been arranged
- Specific classes for imparting basic computer training to fresher's are held
- Teachers make use of ICT in teaching methods. Using Smart Board, Digital Document Reader, Digital Pen Display etc.

1.3.4 What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?

- Moral and ethical values – No such specific programme is offered. However, teachers try to inculcate moral values in students during mentoring and counseling sessions.
- Employable and life skill –The College provides training on Basic computer knowledge.

- Better career options - A Career counseling Cell has been formed.
- Community orientation –Students are encouraged to participate in different NSS activities.

1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

The IQAC Cell appreciates the necessity of obtaining feedback from stakeholders with regard to curriculum design. It is extremely difficult for the college to reach out to all stakeholders and obtain their feedback/observation/suggestions towards enriching their curriculum. Therefore in recent times the college has devised an online system to obtain feedback from the students, teachers, parents and other stakeholders for enriching the curriculum. The objective of the feedback exercise is to conduct a need assessment amongst the stakeholders about what new subjects can be introduced from the next academic session.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

The college does not have any such enrichment programme.

1.4 Feedback System

1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

The college being an affiliate of Sidho Kanho Birsha University follows the curriculum developed by the respective Board of Studies of the University and has no scope or autonomy to modify or add new topics to the existing curriculum to meet the changing needs of the economy.

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

The college makes use of stakeholders' feedback software, which enables them to obtain feedback from stakeholders regarding curriculum. The feedback is then considered by the IQAC for submission to the Governing Body/University for introduction of new programmes

of study. Based on the feedback and recommendation of IQAC, the college has introduced new courses and subjects like Mathematics Honours, Political Science Honours, Geography and Food and Nutrition.

1.4.3 How many new programmes / courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?)

The college is offering two under graduate programs in Arts, Science both in General and Honours.

The college has also introduced two new subjects and two new courses during last four academic session:

- **New Subjects:** Education and Sociology, to increase the option for choosing elective subjects.
- **New Courses:** Mathematics Honours and Political Science Honours owing to greater demand of the subjects from employment point of view as actual thrust area of employment is Teaching which is a common and readily available employment option to the youths of this locality.

1.4.4 Any other relevant information regarding curricular aspects which the college would like to include.

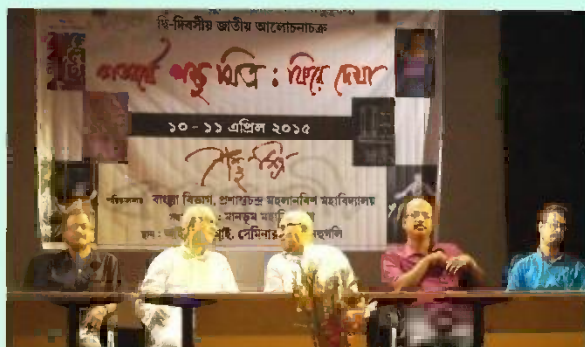
The NAAC Peer Team recommended introducing some employment oriented Courses. In line with the recommendation the College introduced B.B.A. (Honours) Course under Self-Finance in 2008 but after two batches of successful tenure the course has come to an end due to lack of students in 2012. But most of the students passed B.B.A. are at present gainfully employed.



Book Publishing by Vice Chancellor



Audience in seminar



TIC as Seminar Collaborator



Teachers & Students in Seminar



Spekers in Santali Seminar



CRITERION - II

TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

The college is situated in a village 53 K.M. away from District Head Quarter but due to shortage of Colleges in the rural areas of the District we have to cater to good number of prospected students.

As a result the college gives publicity by way of

- Banner
- Campaigning in the local schools
- Local TV Channel
- College website

Transparency is ensured through formation of an admission committee represented by teachers, non teaching staff and students who scrutinizes the admission forms, prepares a merit list and publishes the same in the college notice board and website.

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.

Stream	Courses	Minimum % of Aggregate marks in HS (10+2) Exam.	Minimum % of marks in the subject or any one of the allied subjects in HS (10+2) Exam.		Basis of calculation of index for Merit list generation: Average of-
B.A. (Honours)	Bengali (Hons.)	45	Bengali	45	# Aggregate H.S. marks + Subject marks
	English (Hons.)	45	English	45	# Aggregate H.S. marks + Subject marks
	History (Hons.)	45	History	45	# Aggregate H.S. marks + Subject marks
	Geography (Hons.)	45	Geography	45	# Aggregate H.S. marks + Subject marks
	Economics (Hons.)	45	Economics	45	# Aggregate H.S. marks + Subject marks
	Pol. Sc (Hons.)	45	Pol. Sc.	45	# Aggregate H.S. marks + Subject marks
	Santali (Hons.)	45	Santali	45	# Aggregate H.S. marks + Subject marks
B.Sc. (Honours)	Computer Sc. (Hons.)	45	Computer Science	45	# Aggregate H.S. marks + Subject marks
	Mathematics (Hons.)	45	Mathematics	45	# Aggregate H.S. marks + Subject marks

Stream		Minimum % of Aggregate marks in HS (10+2) Exam.		Calculation of index for Merit list generation:		
B.A. (General)		30		Aggregate H.S. marks @		
B.Sc. (General)		30		Aggregate H.S. marks @		
B.Com (General)		30		Aggregate H.S. marks @		
B.Com (Honours)	Accountancy (Hons.)	45	Accountancy	45	# Aggregate H.S. marks + Subject marks	

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programs offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

Courses	Admitted in Manbhum Mahavidyalaya with H.S.(10+2) marks		Admitted in adjacent College with H.S.(10+2) marks	
	Maximum	Minimum	Maximum	Minimum
Bengali (Hons.)	80.0	64.6	Data not available	
English (Hons.)	64.8	62.8		
History (Hons.)	70.0	53.0		
Geography (Hons.)	81.8	68.0		
Economics (Hons.)				
Pol. Sc (Hons.)	57.0	45.8		
Santali (Hons.)	63.2	55.6		
Computer Sc. (Hons.)	73.2	55.4		
Mathematics (Hons.)				
Accountancy (Hons.)	None	None		
B.A. (General)	72.0	35.2		
B.Sc. (General)	66.8	44.0		
B.Com (General)	None	None		

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If yes what is the outcome of such an effort and how has it contributed to the improvement of the process?

- Manbhum Mahavidyalaya offers Undergraduate Courses in Honours (10 subjects) and General (16 subjects) under Humanities, Commerce and Science streams.

- There is an Admission Committee which reviews the process of admission every year.
- The Admission Committee decides on the following-
 - Admission rules and schedules
 - Criteria for Admission
 - Merit List preparation
 - Emergent areas of concern in the admission process and their solutions
 - Scope of improvement in the admission process
- Admission is on merit at the qualifying examinations (H.S. /equivalent exam) as per the norms of the affiliating university.
- The college follows the minimum marks criteria of admission as set up by the University.
- The college also follows the SC ST OBC reservation policy
- The process of admission involves counselling by the teachers (subject selection) followed by admission on the basis of merit list.
- Number of admission not to exceed the intake capacity in each subject.
- Students have pass mark in the subjects chosen as a combination subject.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion

- The college appreciates the policy framework stated in UGC guidelines which speaks of access and inclusion to diverse groups in admission.
- Accordingly the college follows the SC ST OBC reservation policy. It also gives special attention to admission of physically challenged students. In view of the above the profile of admitted students are as follows-

Academic Session	SC	ST	OBC	Differently Able	Women	Minority
2011-2012	221	567	186	8	531	22
2012-2013	195	369	119	5	602	31
2013-2014	190	368	150	5	720	38
2014-2015	199	401	200	7	779	41

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

Program	2011-2012			2012-2013			2013-2014			2014-2015		
	Appl. Recd.	Admitted	Demand Ratio	Appl. Recd.	Admitted	Demand Ratio	Appl. Recd.	Admitted	Demand Ratio	Appl. Recd.	Admitted	Demand Ratio
Bengali (Hons.)	325	48	1:6.77	394	51	1:7.73	386	51	1:7.57	392	59	1:6.64
English (Hons.)	116	37	1:3.14	120	33	1:3.64	140	38	1:3.68	142	33	1:4.3
History (Hons.)	173	46	1:3.76	183	48	1:3.81	208	47	1:4.43	211	35	1:6.03
Geography (Hons.)	138	26	1:5.31	165	22	1:7.5	167	23	1:7.26	169	28	1:6.04
Economics (Hons.)							6	5	1:1.2	20	1	1:20.
Pol. Sc (Hons.)												
Santali (Hons.)	84	32	1:2.63	93	30	1:3.1	101	27	1:3.74	102	22	1:4.64
Computer Sc. (Hons.)	40	14	1:2.86	64	21	1:3.05	43	17	1:2.53	54	17	1:3.18
Mathematics (Hons.)												
Accountancy (Hons.)				2	1	1:2.				3		
B.A. (General)	736	488	1:1.51	960	636	1:1.51	910	666	1:1.37	875	701	1:1.25
B.Sc. (General)	22	3	1:7.33	27	5	1:5.4	5	1	1:5.	26	5	1:5.2
B.Com (General)										2		

The demand ratio in the last four years shows a positive trend in most of the courses/subjects.

2.2 Catering to Student Diversity

2.2.1 How does the institution cater to the needs of differently- able students and ensure adherence to government policies in this regard?

- The College provides a ramp on strategic point for easy movement of differently-able students.
- The College provides class room accommodation on the ground floor only for differently-able students.
- The College abides by the provisions of the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the program? If 'yes', give details on the process.

- An assessment is taken before university registration and then subject changes are made
- Teachers in their respective departments interact with the students to appreciate the knowledge base and aptitude levels before the commencement of their studies of the curriculum

2.2.3 What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice? (Bridge / Remedial / Add-on / Enrichment Courses, etc).

Strategies drawn and deployed by the institution to bridge the knowledge gap-

1. Interaction between the students and the teachers is given highest priority.
2. Remedial Course for weaker entrants is also in practice.

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

Gender Sensitization

- Occasional Programs are held during Women Day celebration.
- Adoption and proclamation of gender sensitizing policies.

Environment Sensitization

- Responsive to the cause of sensitizing its staff and students on the issue of environment.
- Green Policy of the college is publicized through hoardings in appropriate places.
- Planting of saplings by students.
- NSS units of the College cleaning the campus on regular basis
- NSS units also organize Environment and pollution related programs in the adopted villages.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

- Faculties give extra time to the advanced learners for quality counseling
- Additional references are either suggested or provided
- Web resources are suggested.

- N-List (INFLIBNET) facility is also provided to serious students.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the program duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?

- The teachers in the department maintain data and information about the students at risk of being drop out. In case the students at risk are economically weak the same is brought to the notice of the Head of the Institution and financial aids are provided and encouraged to continue their studies.
- Students are counseled along with their parents, where their performance and attendance in class are discussed and/or intimated over phone.
- Lectures are delivered in English and Bengali so as to enable students having studied in vernacular medium face no problem in comprehending. Moreover, for students weak in English, notes in simple language are provided.

2.3 Teaching-Learning Process

2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)

In this regard the college follows the steps enumerated below:

- Teacher-in-charge convenes the annual Academic Plan Meeting with the Departments
- Departments make review of the University syllabus
- Course allocation is made amongst the teachers within the department
- Lesson plan is prepared by each teacher in the respective portions of their allotted
- syllabus by way of
 - Modularization of the syllabus
 - Month wise teaching plan
 - Internal Assessment plan
- Learning outcome

- Instructional sheets/Notes for students

2.3.2 How does IQAC contribute to improve the teaching–learning process?

The IQAC aims at improve teaching-learning and towards that end is contributing in the following domains

- Identifying the diverse needs of the students
- Evolving strategies for catering diverse needs
- Adoption of learner centric learning strategies
- Designing formative assessment strategies
- Designing instructional strategies
- Database management at the departmental levels
- Introducing innovations in teaching-learning evaluation
- Use of ICT in teaching-learning and evaluation
- Motivating teachers for taking up research and publication

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

The IQAC appreciates the necessity of adoption of learner centric learning strategies as a supplement of the teacher centric methods. In this regard IQAC has been able to motivate and enthuse some teachers to adopt the following practices-

1. Students quiz, seminar and workshops
2. Field work and Study tours
3. Motivate students to use library on regular basis.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

IQAC tries to encourage the faculty to infuse critical and innovative thinking among students by way of arranging differentiated approach of teaching according to their curriculum and more importantly in accordance to departmental facilities available.

Some of the differentiated approach that are in use-

- Group Discussion

- Student Seminar
- Field work and study tours

They are also encouraged to participate in NSS activities.

The college publishes the Annual Magazine that brings out the potential talents of students in creative and literary writings.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg. : Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

- N-list online library facility – Available for the teachers
- Smart Boards
- Digital Pen Display
- Vision Digital Document Visualizer
- OHP
- Internet

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

1. The college organizes seminars from time to time.
 - a. This includes inter departmental seminars and departmental seminars where external resource persons are invited to enhance the knowledge of the faculty and students.
 - b. This is mainly done in compliance with the seminar committee. Not only this, faculty is allowed to participate/ attend seminars so that the college is enriched from their outcome.
2. Seminars and workshops are regularly organized which exposes students and faculty to advanced level of knowledge and awareness on burning topics.
3. Presenting papers on different issues and sharing their views with other delegates makes them enriched and updated.
4. Teachers enlighten their students with newly acquired knowledge during the interactive session of classroom activity.

5. Teachers of different faculties regularly participate in seminars, workshops, organized by university, colleges, and other institutions.
6. Students are exposed to advanced level of knowledge through by e-learning, using documentaries, etc.

2.3.7 Detail (process and the number of students \benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advise) provided to students?

Academic support

- Admission Counseling - each Department counsels the students at the time of admission to guide them about the prospect of the subject. The candidates' aptitude as well as the eligibility for the subject is also discussed.
- Classroom counseling – academic counseling is always provided by the teachers in the department by way of providing individualistic attention inside the class rooms.

Personal support

- Outside the classroom counseling – personal counseling are provided by teachers, as students personally visit faculty members seeking guidance for their personal problems.
- The Students Welfare Committee looks after different health related matters like students' medical aid, health insurance, etc.

Psychological support

- Institution does not have any specific Psychological Support unit for the students. But the faculty members take personal initiatives to provide support to overcome any psychological problem faced by any student. Service of any professional psychologist is practically impossible to arrange.

Guidance service

- Teachers offer mentoring services to students after college hours whereby they guide them on their personal or social concern.
- A Career Counseling cell has been in operation.

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

- Seminars, workshops, group discussion, essay competition, excursion trips, have been extensively used in last five years as a part of innovative teaching approaches.
- Use of power point PPTs to make the learning experience of the students much more attractive

2.3.9 How are library resources used to augment the teaching-learning process?

- Library provides open access facility to all students. As most of the students of the college come from economically backward class, our library with a rich collection of **15978** books proves to be very essential to them.
- Library has repository facility in the College Website, from where students can download syllabus, previous year's University Examination questions papers, study materials.
- Teachers have access to Open Book Resource through INFLIBNET. Teachers also provide reading materials from online sources like e-books and journals.

Future Plan:

To introduce Book Bank facility, to lend at least two books to economically backward students for longer period of time, especially for the students pursuing Honours Courses.

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.

Completion of curriculum faces the following challenges-

- All sanctioned posts are not filled up – hence there are shortages of teachers.

- Students – particularly the 2nd year and the 3rd year students – are largely irregular till the declaration of Part I and Part II results
- Large number of teaching days are lost due to
 - a. University examinations
 - b. Elections etc
- Endeavors are made to overcome the above challenges by -
 - Appointment of guest faculty in departments that do not have adequate teachers
 - Extra classes are taken to compensate for the classes lost due to exogenous factors
 - Special classes are arranged by the departments during examinations

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

- The IQAC appreciates that quality of teaching learning to a very large extent is dependent on regular monitoring of certain essential aspects of teaching learning.
- The IQAC keeps record of number of days the department remained closed and open, number of non teaching-days (no classes held for exams and other reasons), number of teaching days, number of class tests held (other than test exams), number of seminars/students seminars held, number of study tours/excursions/ field work/project work held, class attendance of students and authorized absence of the teacher/teachers from the college.
- A feedback are taken from students regarding teaching quality through the stakeholders' feedback, online or off line and then it is communicated to the teachers by the IQAC to make amendments in the teaching learning process in accordance with the needs of the students.

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and

Highest Qualification	Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	
<i>Permanent Teachers</i>					--
Ph. D.			3		3
M.Phil			2		2
P.G.	2		5		7
<i>Govt. approved PTTs</i>					--
Ph. D.			1		1
M.Phil				1	1
P.G.			8		8
<i>Gust Faculty</i>					--
Ph. D.					--
M.Phil			2		2
P.G.			12		12

competent teachers) to meet the changing requirements of the curriculum:

The college being a government aided institute does not have much opportunity in recruitment and retention of teachers in the institution as the same is guided by the

- Directorate of Public Instructions, Government of West Bengal – who decides the number of sanctioned posts and also decides the number of net vacancy
- Department of Backward Classes Welfare Department, Government of India – which decides the category (Gen or Reserved) of faculty to be recruited following the 100 point roster
- The West Bengal College Service Commission – which recommends the name of teacher, which the college is required to accept in accordance to West Bengal College Service Commission Act
- Prior to Aug 2010, the college had the authority of recruiting part time teacher/ contractual teachers (against not filled up vacant sanctioned posts to be paid by college authority). But by an order (dated Aug 2010) of the Govt. of West Bengal all part time teachers recruited till then have become Government approved part time teacher/contractual teachers to be paid by the Government.

As per the clause of the said government order

- Approval of one such government approved part time teacher / contractual teacher against one not filled up vacant sanctioned posts will make the sanctioned post non vacant. The said clause is regressive for the college as one government approved part time teacher is entitled/authorize to take 10 classes in a week as against 24 classes to be taken by a substantive whole time teacher.
- Furthermore the college is required to make payment of 50 % tuition fees (collected from the students) to the Government of West Bengal so as to enable the Government to pay the salary to the government approved part time teachers. The said clause suggests that Government pays the salary of the government approved part time teacher from earnings of the college.
- The government approved part time teacher are permanent till the age of sixty and therefore the college does not have any authority to appoint new teacher as long as the government approved part time teachers are in employment.

- The college however has the option of recruiting and appointing Guest Faculty purely on temporary basis to be paid from college fund.

2.4.2 How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes / modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

The college appoints guest faculty from college fund in such cases. The detail of appointments of guest lecturers program-wise is given below:

Departments	Sanctioned posts	Filled Up	Vacancy of permanent Posts	Enrolled students	Approved PTT	Guest Lecturer	Total	Student Teacher Ratio
Bengali	2	2	0	1807	1	1	4	452:1
English	2	1	1	103	1	2	4	26:1
History	2	1	1	1505	1	1	3	502:1
Geography	2	1	1	119	2	0	3	40:1
Economics	2	1	1	79	1	0	2	40:1
Political Sc.	2	1	1	947	1	1	3	316:1
Santali	2	1	1	361	1	0	2	181:1
Computer Sc.	1	0	1	59	1	1	2	30:1
Mathematics	1	1	0	71	0	2	3	24:1
Commerce	4	2	2	0	0	0	2	--
Physics	1	0	1	52	0	1	1	52:1
Chemistry	1	1	0	36	0	1	2	18:1
Physical Education	1	0	1	259	1	2	3	86:1
Sociology	0	0	0	1	0	0	0	--
Education	0	0	0	53	0	1	1	53:1
Sanskrit	0	0	0	215	0	1	1	215:1

Basically the College is oriented towards subjects of Humanities; we are really working with huge burden. So it is not practically possible to deliver everything in an expected way.

2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

a) Nomination to staff development programs

Academic Staff Development	Number of faculty Nominated
----------------------------	-----------------------------

Programs	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
RC & OP	4	2	2	4	4
HRD Programs	--	--	--	--	--
Staff training conducted by University	--	--	--	--	--
Staff training conducted by Institution	1	1	1	1	1
Seminars attended by Faculty	18	39	19	16	26
Summer/Winter schools, workshops etc	--	--	--	--	--

b) Faculty Training programs organized by the institution to empower and enable them for the use of various tools and technology for improved teaching-learning

- Teaching learning methods/approaches
- Handling new curriculum
- Content/knowledge management
- Selection, development and use of enrichment materials
- Assessment
- Audio Visual Aids/multimedia
- Development of Library Repository materials
- Teaching learning material development, selection and use

b) Percentage of faculty

- invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies –**6%**
- participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies –**78%**
- presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies - **67%**

The basic strategies of the institution related to faculty empowerment are-

- Setting the vision of teachers" empowerment in the light of 21st century requirements
- Training to teachers for functional use of Computer, Internet and Teaching Aid software

2.4.4 What policies/systems are in place to recharge teachers? (e.g: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programs industrial engagement etc.)

In our institution there is no scope for providing research grants to the faculty members.

But the authority always encourages the research activities of the teachers and accordingly the following facilities are provided.

- Study leave, Special study leave and half-pay leave commuted to full-pay leave are approved by the governing body for any research or training purpose.
- Encouraging to apply for Minor/Major research projects and organization of Seminars
- The Head of the Institution permits teachers to extend their teaching experiences to other institutions

Future Plan:

- The college proposes to publish a journal so as to provide a platform to publish research papers of teachers.
- Disbursement of Registration fees from College fund in all such cases where a teacher presents paper in any State/National/ International Seminar

2.4.5 Give the number of faculty who received awards/ recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

No teacher has received such award.

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

The Teacher-in-charge takes verbal feedback from students regarding quality of teaching-learning process, and then discusses the same with the teachers in order to bring improvements.

Recently, the college has introduced the stakeholders" feedback software incorporated in the College Website that computes the students' feedback and IQAC started assessing the evaluation of each teacher.

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

The academic calendar published handed over to the students at the beginning of each academic session ensures that the stakeholders of the institution especially students, parents and faculty members are aware of the evaluation processes.

The college has an SMS gateway by means of which regular notifications are sent for intimating the students/parents.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

Evaluation reforms of the university

The system of university examination has changed from 2 + 1 system to 1+1+1 system.

The question patterns have changed such that some of the broad essay type questions get replaced by knowledge based short questions.

2+1 system (i.e. Part 1 Exams after the end of the 2nd year and Part II Exams after the end of the 3rd year) is replaced by the 1+1+1 system (i.e. Part 1 Exams after the end of 1st year followed by Part II Exams after end of the 2nd year and finally Part III exams after the end of the 3rd year)

Evaluation reforms of the college

The college is trying to conduct “internal assessment” by way of holding class test as and when the teacher deems necessary.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

It is increasingly difficult to effectively implement the evaluation reforms of the university and those initiated by the institution because of following reasons.

- With the introduction of 1+1+1 system of evaluation (during April May June July) in addition to the test examinations during January to March takes away at least 40% of the teaching days of a year.
- Since the college gets requisitioned by the Election Commission in three out of every five years, at least one month is lost in the years when elections get conducted .This in turn affects the University Examination schedule and further teaching days are lost.

2.5.4 Provide details on the formative and summative evaluation approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.

The college appreciates the necessity of developing an internal assessment system for holistic development of the students

The strategies of continuous internal assessments are-

- Verbal feedback taken from students where students report their learning achievement.
- Short questions are provided to the students at the conclusion every topic as a formative assessment exercise.
- During short holidays or vacations students are provided with open book type of assessment / home assignment.
- Answer scripts of college examinations are shown and discussed with the students.

Future Plan

IQAC plans to introduce prize as a token of appreciation for securing highest marks in the Test Examination.

2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weight ages assigned for the overall development of students (weight age for behavioral aspects, independent learning, communication skills etc.

- The teachers maintain discipline in the examination hall and perform their invigilation duties meticulously.

- Although rare, students found to use unfair means are strictly dealt with.
- To ensure transparency in the internal assessment, students are shown their answer scripts, discussions are made on possible improvement and clarifications made in case of any doubt.

2.5.6 What are the graduates attributes specified by the college/affiliating university? How does the College ensure the attainment of these attributes by the students?

The graduate attributes desired include

- Consistent and excellent academic performance
- An openness towards career orientation
- A holistic approach to education.

The stated mission and vision of the College addresses these attributes and the college ensures it through its sustained excellence in academic programmes; its career oriented courses and its career counselling cell. Its regular value education programmes ensures the holistic development of the student.

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

Be that as it may for the college examinations, the university rules accommodate audit of university examination results. The students may also request for review of their answer scripts in university examinations through RTI.

The college does not have any system for redressal of grievances as to assessment. Be that as it may for the college examinations, the college principles accommodate audit of college results.

The answer scripts are shown to students and in case of any doubt, teachers make discussions and necessary clarifications.

2.6 Student performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If yes give details on how the students and staff are made aware of these?

Yes, the college does have clearly stated learning outcomes.

The mechanisms by which students and staff are made aware of these are-

- In the Orientation Programme for fresher's, the students are made aware of the prospects of higher education
- The departments inform the students about the potential of the respective subject and the job prospects therein
- The students are informed about various competitive examinations and career opportunities through notice board and a Bengali employment news paper is subscribed by the Colleg Library.
- The students are encouraged to participate in the various programmes organized by different career guidance institutions in the college
- Students are enthused to contribute in Wall magazines put up by the departments as well as the College magazine
- Students are encouraged to take part in social work and extension activities that helps in inculcating a sense of social responsibility

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the student's results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

The college appreciates the necessity of developing an internal assessment system for holistic development of the students

The strategies of continuous internal assessments are-

- Verbal feedback taken from students where students report their learning achievement.
- Short questions are provided to the students at the conclusion every topic as a formative assessment exercise.
- During short holidays or vacations students are provided with open book type of assessment / home assignment.
- Answer scripts of college examinations are shown and discussed with the students.

Future Plan

IQAC plans to introduce prize as a token of appreciation for securing highest marks in the Test Examination.

2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

Classes are held as per schedule/routine

Governing Body entrusted IQAC to make review of-

- regularity of the classes held
- regularity of the internal assessment held
- regularity of the attendance of students in the class

2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality Jobs, entrepreneurship, innovation and research aptitude) of the courses offered?

A Career counseling and placement cell has been functioning. It provides relevant information regarding competitive examinations relating to Govt. jobs.

The teachers while taking their classes try to make the students aware about the present employment prospects and also motivate them to be more innovative so far their career is concerned.

2.6.5 How does the institution collect and analyze data on student learning outcomes and use it for planning and overcoming barriers of learning?

- In-charges of all departments collect information from students on learning outcomes
- The data collected is reviewed by the Principal and the Career Counselling Cell. The IQAC is also consulted when required. But at the UG level the College does not have the authority to break the barriers of learning as the curriculum is managed by the affiliating university.

2.6.6 How does the institution monitor and ensure the achievement of learning outcomes.

- Teacher-In-Charge monitors whether classes are held regularly as per routine/schedule
- Monitoring and analyzing the results of the students in Teachers' Council and IQAC meetings.

2.6.7 Does the institution and individual teachers use assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'Yes' provide details on the process and cite a few examples.

After the declaration of University results, teachers take note of the outcome and a meeting is held with Teacher-In-Charge. Then the shortcomings (if any) which are pointed out in the meeting is referred to IQAC and Teachers' Council. After a threadbare discussion some corrective measures are sorted out and then HOD is directed to adopt these suggested corrective measures.



Eminent Speakers of UGC Sponsored National Seminars

CRITERION-III

RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

The college is not being a registered research centre of the affiliating university.

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

There is no research committee in our college but IQAC monitors overall research activities.

Impact of the Recommendations of IQAC

- The committee considers the several research proposals for submission for Minor Research Project and monitors the progress made in ongoing Research projects.
- UG Department of Santali, Dept. of History, Dept. of Economics & Commerce and Dept. of Bengali have organized UGC sponsored National level seminars during last few academic sessions.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?

- Autonomy to the principal investigator – The principal investigator plans and executes the project with full autonomy
- Timely availability or release of resources – Research grants are promptly disbursed as soon as the college receives them
- Adequate infrastructure and human resources – The college provides infrastructural facilities like internet, laptops for each faculty member apart from desktops in departments, INFLIBNET for access to online books and journals.
- Time-off, reduced teaching load, special leave etc. to teachers - Class schedules

are adjusted to facilitate smooth progress of research.

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

- Although research by the students is not the prime focus of an undergraduate college, few departments within their limited scope take the initiative to imbibe research temperament in students by involving them in different project works.
- Some of the teachers while class teaching try to imbibe research mind amongst the students by way of raising problem, solving issues and encouraging the students to apply their minds.

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

Most of the faculty members are involved in research activity at their own level. Faculty members have made their mark by completing their research attaining Ph.D. degree while in service. Our two faculty members are now involved in the research and pursuing their Ph.D. from different universities.

3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

NSS conducted sensitization programmes in their overall activities. Some in house training programmes conducted by IQAC for ICT development and computer related activities.

3.1.7 Provide details of prioritized research areas and the expertise available with the institution.

- As stated earlier, we do not have any research centre but our faculty members are actively involved in the research at individual level.

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

The college organizes seminars and workshops whereby eminent scholars are invited to deliver lectures, disseminate their research and interact with teachers and students. The list of eminent researchers who visited the college and/or were felicitated is provided in **Annexure III**

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

No such instance

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)

One research article volume 'BODHI' is published yearly initiated by IQAC.

3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

- There is no budgetary provision for research activities.
- Research activities are based on personal initiatives and hence research projects are generally financed by the UGC are carried out by faculty members and the

college extends infrastructural facilities to them.

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

No.

3.2.3 What are the financial provisions made available to support student research projects by students?

- No provision.
-

3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

Basically, this college is an under-graduate college, and there is no provision for interdisciplinary research works. However the IQAC appreciates that interaction between various departments with regard to their respective research activities can inculcate a strong research ambience in the institution.

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

- After their Test Examination, the students of Science departments make use of laboratory equipments for preparation of final examination
 - Books, equipment and instruments used by teachers during UGC Minor Research projects are made available by them to the college to enable others to use them Effectively.
 - Institute also ensures that the deserving students should be facilitated to use the equipments, books, Journals.
-

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details

The college has not received any such grant.

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.

Name of the investigator	Title of the project	Fund amount Rs.	Year of Sanction
Minor Research Project			
1. Pradip Kumar Mandal	<i>Environment protection by Religious Rituals of an ethnic Community- the Santals.</i>	90,000/-	2013
2. Babar Ali Middy	<i>Financial Inclusion- A case study in Purulia District.</i>	1,55,000/-	2014
3. Asutosh Biswas	<i>Purular Chhoun nach O tar shilpi samaj.</i>	2,00,000/-	2014

3.3 Research Facilities

3.3.1 What are the research facilities available to the students and research scholars within the campus?

- The college being an undergraduate institute does not have any scope of providing research facilities
- The college does not have research scholars either

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

- There are no such institutional strategies till date.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If yes, what are the instruments/ facilities created during the last four years?

- None

3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

- Not Applicable

3.3.5 Provide details on the library/ information resource centre or any other facilities available specifically for the researchers?

Our library has been well organized and has journal facilities. The library consists of 12,133 books.

- The library has been registered by INFLIBNET center. The students and researchers within the region make use of this facility.
- There is a Network Resource Centre with internet facility.
- Photocopy facility is available in the library .

3.3.6 What are the collaborative research facilities developed / created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.

- Not Applicable.

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

- ❖ Patents obtained and filed (process and product)
- ❖ Original research contributing to product improvement
- ❖ Research studies or surveys benefiting the community or improving the Services
- ❖ Research inputs contributing to new initiatives and social development
- None

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If yes, indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

- The College has published a Research article volume – “BODHI” yearly from 2013-2014.

- Composition of the editorial board
 - a) Editor – Dr. Pradip Kumar Mandal
 - b) Co-Editor – Prof. Tuhin Kar
 - c) All Departmental Heads are the Member of Editorial Board.

3.4.3 Give details of publications by the faculty and students:

- **Publication per faculty (Please See Annexure IV)**
- **Number of papers published by faculty and students in peer reviewed journals (national / international)**
- 02

-
- **Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database)**
 - Nil

-
- **Monographs:**
 - Nil

-
- **Chapter in Books:**
 - Nil

-
- **Books Edited**
 - **Books with ISBN/ISSN numbers with details of publishers:**
 - **(Please See Annexure – V)**

-
- **Citation Index-**
 - Nil
 - **SNIP -**
 - Nil

- **SJR**
- Nil
- **Impact factor** -
- Nil
- **h-index** - Nil

3.4.4 Provide details (if any) of Research awards received by the faculty :

Department	No. of teachers awarded Ph.D.
Bengali	02
History	01
Geography	01

- ❖ **Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**
- Nil
- ❖ **Incentives given to faculty for receiving state, national and international recognitions for research contributions.**
- Nil

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

- Nil.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

- Nil

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

- The college does not yet have any policy to encourage the staff to utilize their expertise for consultancy activities/ services

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

- Nil

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

- Not applicable

3.6 Extension Activities and Institutional Social Responsibility (ISR)

3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

- Every year students actively took part in planting of saplings in the college campus.
- N.S.S Units of our college also organized a workshop on the danger of Thalassemia & AIDS.
- Blood donation camps have been organized annually every year since 2010
- Pre-Schooling camp also organize by the NSS units in adopted villages.
- Organizing NSS camp with the assistance of NSS department of SKB University, Purulia.
- Health check-up programme for the people of adopted villages also conducted during NSS special camp.

3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?

- The institute has motivated the students to maintain plastic free campus by banning the use of plastic in the campus through which students imbibe to ownership and qualities of responsibilities.
 - Environment Awareness campaign is conducted by NSS unit every year.
 - Need-based extension activities are conducted through different associations/committees and NSS
 - Health check-up camps are organized for locals.
 - Considering the importance of computer knowledge in this era of computerization we provide easy and cheap access to computer education to our support staff and their families.
-

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

- Discussion in the Governing Body meetings on academic and administrative performance of the college.
 - Feedback from students and teachers regarding quality of teaching and institutional infrastructure.
 - Meeting with alumni & Parents to solicit their views.
-

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

The college is continually organizing a number of outreach activities which relate to academic, social, cultural, community service, adventure etc and all culminating in building a healthy society contributing to nation building The National Service Scheme (NSS) of this college has adopted three of the nearby villages . The NSS unit has conducted several blood

donation camps, awareness programmes and tree plantations. The expenditures for the same are generally borne by NSS unit but over and above if need arise; it is reimbursed by college. In the past 4 years the following extension and outreach programmes have been conducted by the college. **(Please See Annexure VII).**

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/International agencies?

- The college encourages students to become members of the NSS units and actively participate in the extension activities organized by the college. The detail of the program is displayed on the notice board and an interaction of students is organized with NSS officer of the college.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

- The institution sincerely practices state social affirmative schemes introduced by the government for the upliftment of higher education to under privileged communities.
- Education for slum children through pre-schooling camp.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

Objectives

The college is an equal opportunity institution established to provide knowledge and quality education to all sections of society. It aims to pursue excellence towards creating manpower with high degree of intellectual, professional and cultural development to meet the national and global challenges.

Outcomes

The result of the participation in the various socially relevant activities by the students have been spreading awareness in the institution and motivating other students as well to stand tall for the cause of social upliftment.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

- The institution is roping in communities to actively participate in all the extension activities. This has contributed to both community- institution networking and development of institutions.
-

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

- No such relationship has been established
-

3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

- Nil

3.7 Collaboration

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

- Nil
-

3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

- One with Netaji Subhas Open University for opening Manbhum Mahavidyalaya study centre.

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.

- No such interactions

3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the four years.

- Nil

3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated -

- One, Netaji Subhas Open University.
- PG course in Santali had been introduced in our college premises from September 2008 under the University of Burdwan and Dept. of Santali has been treated as the venue of SKB University upto 2012.

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.

- The college does not have any systematic effort for linkage/collaboration.

Annexure- III (Ref. 3.1.8)

LIST OF EMINENT PERSONALITIES AND RESEARCHERS

- Dr. Tapati Mukhopadhyay, (Vice Chancellor, SKB University)
- Dr. Layek Ali Khan, (Professor, Department of Bengali, Vidyasagar University)
- Dr. Nanda Kr. Bera, (Professor, Department of Bengali, Ranchi University)
- Prof. Barendu Mandal, (Assistant Professor, Department of Bengali, Jadavpur University)
- Prof Rafiqul Hossain, (Assistant Professor, Department of Bengali, Calcutta University)
- Dr. Prabir Sarkar, (Reader, Department of Bengali, Nistarini College)
- Dr. Sukhen Biswas, (Associate Professor, Department of Bengali, Kalyani University)
- Shree Bibhash Roy Choudhury (Eminent Reporter, Anandabazar Patrika)
- Shree Nirmal Halder (Eminent Poet, West Bengal)
- Dr. Asimananda Gangopahayay, (Associate Professor, Department of Bengali, Kalyani University)
- Dr. Suranjan Middy, (Associate Professor, Department of Bengali, Rabindra Bharati University)
- Dr. Narugopal Dey, (Associate Professor, Department of Bengali, SKB University)
- Dr. Snidgha Chattopadhyay, (Assistant Professor, Department of Bengali, Asannagar MMT College)
- Dr. Sujit Kumar Paul, (Associate Professor, Department of Bengali, Vidyasagar University)
- Dr. Soma Bhadra Roy (Assistant Professor, Department of Bengali, Mahadevananda College)
- Dr. Dilip Bandhopadhyay, (Associate Professor, Department of Bengali, J.K.College)
- Dr. Pallab Mukhopadhyay, (Assistant Professor, Department of Journalism, W.B.S. University)
- Dr. Chhanda Ghosal, (Associate Professor, Department of Bengali, Vidyasagar University)
- Dr. Sumanpal Bhikshu, (Assistant Professor, Department of Pali, Calcutta University)
- Dr. Achinta Kr. Banerjee, (Assistant Professor, Department of Bengali, A.B.D. College)
- Dr. Banani Chakraborty, (Associate Professor, Department of Bengali, Vidyanagar College)
- Dr. Nabo Gopal Roy (Assistant Professor, Department of Bengali, S.K.B. University)
- Dr. Arup Kumar Chatterjee, (Professor, Department of economics, Burdwan University) Dr. Sabat Kr. Digal, (Assistant Professor, Department of Commerce, Utkal University)
- Dr. Prabhat Kuri, (Associate Professor, Department of Economics, Burdwan University)
- Dr. Rabindranath Swain, (Assistant Professor, Department of Commerce, Utkal University)
- Dr. Promodini Hansda, (Vice Chancellor, Sidhu-Kanu Murmu University, Dumka)
- Dr. Naku Hansda, (Asst. Professor, Department of Odiya, Sambalpur University, Odisha)
- Dr. Ratan Hembram, (Asst. Professor, Department of Santali, Vidyasagar University)
- Prof. Mansaram Murmu, (Asst. Professor, Department of Santali, Visva Bharati)
- Sri Mahadev Hansda, (Poet & Writer, W.B.)
- Sri Kolendra Nath Mandi, (Poet & Writer, W.B.)
- Sri Uday Nath Majhi (Poet & Writer, Odisha.)

Annexure –IV (Ref. 3.4.3)

PUBLICATION : ARTICLES/JOURNAL PER FACULTY							
Sl No .	Department	Name of The Writer/ Editor	Publication Date	Title of the Book	ISBN	Name of The Publisher	Name of the Article
1	Bengali	Prof. Asutosh Biswas	Jul-15	Ekaler Kobita Somiksha	978-81-929245-9-5	Byanjanbarna, Kolkata -09	Nastoneer ; Rakta Makha Harh Dekhi Sajano Bagane
2	Bengali	Prof. Asutosh Biswas	Mar-12	Protibader Natok	978-81-921186-6-6	Banglarmukh, Kolkata-119	Muktodhara: Jantrasovyatar Biruddhe Protibad
3	Bengali	Prof. Asutosh Biswas	Boimela Jan-2011	Bangla Natoke Protibadi Chetona		Prognabikash, Kolkata-9	Dorpone Bidroho : Nildorpon
4	Bengali	Prof. Asutosh Biswas	Jul-15	Chand Boniker Pala : Protibader Pathomala	978-93-83016-40-2	Prognabikash, Kolkata-9	Chand Boniker Pala : Gotro Bichar
5	Bengali	Prof. Asutosh Biswas	Sep-09	Dhatridebota : Janoni O Janmobhumir Bakprotima		Kalyani Publication, Kolkata-73	Dhatridebota : Kobi Tarasankar
6	Bengali	Prof. Asutosh Biswas	Jan-10	Bangla Choto Golpo Rabindranath O Uttorkal		Bangla Bibhag, Nistrani College, Purulia	Kshudita Pashan : Adar Byaparir ourangajeb hober bilasita
7	Bengali	Prof. Asutosh Biswas	Nov-12	Bangla Upanyasher Protibader Bhasa	978-81-923688-5-6	Ekush Shatak, Kolkata-73	Dhatridebat : Protibad
8	Bengali	Prof. Asutosh Biswas	Jan-15	Bharatnirman O Swami Bibekananda	978-93-84491-02-4	Art Publishing, Kolkata-09	Pryachya o Paschayatya : Ek malate dui prithibi
9	Bengali	Prof. Asutosh Biswas	Nov-11	Bingsha Satabdir Kobita maloti Puthi		Bangla Bibhag, J.K. College, Purulia	Bishnuder Kobita Ghonr Sauwar : Onno Path

10	Bengali	Prof. Asutosh Biswas	Jan-15	Dwijendralal Roy : Jibon O Sristi	978-93-84108-00-7	Banglarmukh, Kol-129	Dwijendralal Roy : Mebar Patan
11	Bengali	Prof. Asutosh Biswas	Mar-14	Ponditmosai : Biporjoyer Barnomala	978-93-83016-35-8	Prognabikash, Kolkata-9	Saratchandra Chattopaddhyay : Upponayas Porikroma
12	Bengali	Prof. Asutosh Biswas	Jan-15	Robindra Natya Charchya	978-93-83016-42-6	Prognabikash, Kolkata-9	Rabindra Kabyanatya: Ekti Parjalochona
13	Bengali	Prof. Asutosh Biswas	Dec-15	Tribal Rebellion Literature and culture on 18 th and 19 th Century	978-93-84729-20-2	Byanjanbarna, Kolkata -09	Tilka Murmu:Sautal biddhroher prothom Sahid
14	Bengali	Prof. Asutosh Biswas	2013	Bodhi	8189-00816-1-13-14	Manbhum Mahavidyalaya	Ganesh Basu : Kobita Samudramahis
15	Bengali	Prof. Asutosh Biswas	2014	Bodhi	8189-00817-X-14-15	Manbhum Mahavidyalaya	Madhusudan Dutter Krishnakumari : Akaler Jhara-Ful
16	Bengali	Dr. Sumanta Mandal	Jan-14	Bankura Jelar Dharmiya Lokoshilpa: Mala; Loko-utsa (The source of Folk), Vol-2, Issue-2	ISSN 2321-7340	Parimal Barma	
17	Bengali	Dr. Sumanta Mandal	May-14	Swadhinottor. Banglar Upannaser Bibarton	978-81-929245-4-0	Byanjanbarna, Kolkata -09	Shaktipada Rajgurur upannaser Samajbasataba ta
18	Bengali	Dr. Sumanta Mandal	Nov-14	Lokosans Kritir Bichitra Poriso: Anweshon O Bishleshon	13-978-81-922582-1	Balaka, Kol-9	Lokoshilpe pukhuniar Janbati (Singing Bowls)

19	Bengali	Dr. Sumanta Mandal	Apr-15	Songbartika	ISSN – 2319-9393	Purulia	Bankura Jelar Lokochikitsa
20	Bengali	Dr. Sumanta Mandal	Jul-15	Uniser Kobita Somiksha	978-81-929245-8-8	Byanjanbarna, Kolkata -09	Manab Bandana
21	Bengali	Dr. Sumanta Mandal	Dec-15	Tribal rebellion and literature in 18 th and 19 th century	978-93-84729-20-2	Byanjanbarna, Kolkata -09	'Sidhu-kanur daka' upanasar soshan o asahayata mochner sangram
22	Bengali	Dr. Tapan Kr. Patra	Feb-10	Smaranika (Manbhum Mela O Boimela)		Manbhum Mela O Boimela	Kobi Bishnuder Kabidharma
23	Bengali	Dr. Tapan Kr. Patra	Mar-10	Smarak (Bandwan Boimela O Milan Mela)		Bandwan Boimela O Milan Mela	Tusu Gane Artha Samajik Prosanga
24	Bengali	Dr. Tapan Kr. Patra	Mar-10	Suryenjendusangam		Suryenjendusangam, Manbazar, Purulia	Jeeban Sangramer Ar Ek Nam Dhani Tudu

25	Bengali	Dr. Tapan Kr. Patra	Oct-10	Nrityam		Nrityam Kala Kendra, Purulia	Raktakarabi "Pratibader Shilparoop"
26	Bengali	Dr. Tapan Kr. Patra	Jul-02	Kanshabati		Kanshabati, Manbazar, Purulia	Tai Baul Gan Gai
27	Bengali	Dr. Tapan Kr. Patra	Jul-15	Uniser Kobita Somiksha	978-81- 929245- 8-8	Byanjanbarna, Kolkata -09	Ashoke Bone Sita : Nobin Chandra Sen
28	Geograph y	Dr. Somnat h Rudra	2012	Geo-Analyst	2249- 2909	Geographical Society of North Bengal	Fluoride Contamination of Ground Water: a Geographical Analysis of Purulia-I block of Purulia District, West Bengal, India.
29	Geograph y	Dr. Somnat h Rudra	2013	Practising Geographer	0975- 3850	Foundation of Practising Geographers, Kolkata	Fluoride Contamination in Drinking Water in the Rural Habitation: A Major Challenge
30	Geograph y	Dr. Somnat h Rudra	2014	Journal of Interacademia	0971- 9016	Dr. A Sarkar	Nature and Extent of Impact of Fluoride on Human Health: A Geographical Analysis

31	Geography	Dr. Somnath Rudra	2014	Practising Geographer	0975-3850	Foundation of Practising Geographers, Kolkata	Problems of Fluoride Contamination in Drinking Water: A Case Study in Patampur Village of Purulia District
32	Geography	Dr. Somnath Rudra	2014	EASTERN GEOGRAPHER	0973-7642	Eastern Geographical Society, Bhubaneswar, Odisha	Problems Associated with the Socioeconomic Conditions of Population in a Fluoride Affected Village: A Search for Alternative Measures for their Alleviation.
33	Geography	Dr. Somnath Rudra	2014	Panchokot Essays	0976-4968	Panchokot Mahavidyalaya	Supply of Alternate Safe Drinking Water: A Major Remedy to Combat Fluorosis
34	Geography	Dr. Somnath Rudra	2015	IJRSET	0976-4968	International Journal of Innovative Research in Science, Engineering and Technology	Assessment of Healthcare Status of Thanjavur District, Tamil Nadu: A Medical Geographical Approach
35	Geography	Dr. Somnath Rudra	2013	Bodhi	8189-00816-1-13-14	Manbhum Mahavidyalaya	Water Scarcity Mitigation: Problems and Prospect in Purulia District
36	History	Dr. Pradip Kr. Mandal	2013	Bodhi	8189-00816-1-13-14	Manbhum Mahavidyalaya	Language, Power & Politics on The Tribes in Manbhum Region
37	History	Dr. Pradip Kr. Mandal	Apr-15	Sanbortika	2319-9393	Purulia	The Santal religious rituals and environment
38	History	Dr. Pradip Kr. Mandal	Mar-15	Gandhi and Peace	978-81-929882-6-9	M.G.College, Lalpur, Purulia	Manbhum Jelay Gandhijir Chintadhara-ekti alochana
39	History	Dr. Pradip Kr. Mandal	Mar-15	Purulia Charcha-1	978-81-929882-5-2	Sidho-Kanho-Birsha University, Purulia	Trends of Historical writing and Historical Research on Manbhum District

40	History	Dr. Pradip Kr. Mandal	Dec-14	CLIO	ISSN-0976-075X CLIO	CORPUS Research Institute, Kolkata	Role of Gandhian Philosophy in Manbhum District
41	Santali	Prof. Shambhu Nath Soren	2015	Sares Hindi Kahini Mala	978-81-260-4604-S1	Sahitya Adademi , Delhi	Sadak (Translated short story)
42	Santali	Prof. Shambhu Nath Soren	2015	Sares Hindi Kahini Mala	978-81-260-4604-S1	Sahitya Adademi , Delhi	Ghuri, (Translated short story)
43	Santali	Prof. Shambhu Nath Soren	2013	Bodhi	8189-00816-1-13-14	Manbhum Mahavidyalaya	Parsi R Santali Parsi,
44	Santali	Prof. Shambhu Nath Soren	2014	Bodhi	8189-00817-X-14-15	Manbhum Mahavidyalaya	Santali Parsi Reak Pasnao
45	Commerce	Prof. Pradipta Banerjee	July-Dec. 2011	A Case Study, Business Spectrum	ISSN 22494804		Analysis of Financial Viability of Energy-efficient CDM Projects in India
46	Commerce	Prof. Pradipta Banerjee	2011	Business Applications and Management Issues	978-81-923034-6-8		Certified Emission Reductions under Clean Development Mechanism to UNFCCC: With Special Reference to India
47	Commerce	Prof. Pradipta Banerjee	July-Dec. 2012	Journal of Management Research in Emerging Economics	ISSN 2229-4252		Clean Development Mechanism Projects under Kyoto Protocol and Indian Scenario: An Appraisal
48	Commerce	Prof. Tuhin Kar	2013	Bodhi	8189-00816-1-13-14	Manbhum Mahavidyalaya	Balanced Scorecard: A tool for measuring corporate performance
49	Commerce	Prof. Babar Ali		Industrial Relation	ISSN 0019-5286	Durgapur	Indian Journal of Industrial Relation

		Midya					
50	Commerce	Prof. Babar Ali Midya	2013	Bodhi	8189-00816-1-13-14	Manbhum Mahavidyalaya	Financial Inclusion - Basic Concept in Indian Context.
51	Commerce	Prof. Babar Ali Midya	2014	Bodhi	8189-00817-X-14-15	Manbhum Mahavidyalaya	Factors Influencing Financial Inclusion - A Case study in Purulia Town

Annexure – V (Ref. 3.4.3)

PUBLICATION : BOOK/EDITED						
Sl No.	Department	Name of The Writer/ Editor	Publication Date	Title of the Book	ISBN	Name of The Publisher
1	Bengali	Asutosh Biswas	Jul-15	Uniser Kobita Somiksha	978-81-929245-8-8	Byanjanbarna, Kolkata -09
2	Bengali	Prof. Asutosh Biswas	May-14	Swadhinottor Bangla Upanayser Bibortan	978-81-929245-4-0	Byanjanbarna, Kolkata -12
3	Bengali	Prof. Asutosh Biswas	Jul-12	Rather Rashi : Samya Bhabar Sanglap	978-93-81684-30-6	Proyga Bikash, Kolkata -09
4	Bengali	Prof. Asutosh Biswas	Sep-15	Bangla Giti Kobita : Unis Satak		Bangla Bibhag, S.K.B. University
5	Bengali	Prof. Asutosh Biswas	Jul-15	Ekaler Nirbachito Bangla Chhoto Golpo : Pathaker Anubhabe	978-93-83016-59-4	Progya Bikash, Kolkata-9
6	Bengali	Prof. Asutosh Biswas	Mar-14	Dakghor : Ananta Jeebon Beeksha	978-93-83016-14-3	Progya Bikash, Kolkata-9
7	Bengali	Dr. Tapan Kr. Patra	Feb-14	KUTUS' (Kobita Sankalan)		Jhumur Prakashani, Manbazar, Purulia
8	Bengali	Dr. Tapan Kr. Patra	Feb-13	Hool		Jhumur Prakashani, Manbazar, Purulia
8	History	Dr. Pradip Kr. Mandal	2015	TheTribal Rebellion and Literature in the 18 th and 19 th century	978-93-84729-202	Banjoyan barna, Kolkata
9	History	Dr. Pradip Kr. Mandal	2015	Prachin Greece O Romer Itihas	978-81-925657-7-4	New Kalpana Prakashani, Kolkata

10	History	Dr. Pradip Kr. Mandal	2015	Adhunik Chin O Japaner Itihas	97881-92-5657- 6-9	New Kalpana Prakashani, Kolkata
11	History	Dr. Pradip Kr. Mandal	2015	Reintroducing Ramananda Chattopadhyay	97893-84729- 11-0	Banjoyan barna, Kolkata
12	History	Dr. Pradip Kr. Mandal	2013	Adhunik Juger Chin O Japaner Itihas	978-81-925657- 1-2	New Kalpana Prakasani, Kolkata
13	History	Dr. Pradip Kr. Mandal	2013	Manbhum Jelar Bhasa Andolaner Itihas	978-81-922498- 6-5	National Publication, Kolkata
14	History	Dr. Pradip Kr. Mandal	2012	Swadhinata Sangame Manbhum Jela	97881945657- 6-7	New Kalpana Prakasani, Kolkata
15	History	Dr. Pradip Kr. Mandal	2012	Manbhum Jelar Itihaser Dhara O Anayanya Prabandha	978-81-925657- 5-0	New Kalpana Prakasani, Kolkata
16	Santali	Prof. Shambhu Nath Soren	2014	Saonhed aari		Binapani Saren

Annexure – VI (Ref. 3.6.4)

Statement of activities of NSS (Last four years)

YEAR	STATEMENT OF THE REGULAR ACTIVITIES	VOLUNTEERS	STATEMENT OF THE SPECIAL CAMP	VOLUNTEERS	REMARKS
2011-2012	Plantation of Trees Maintanance of trees College campus cleaning Adopted village survey AID s awareness programme Adopted village cleaning Theoretical classes <u>Celebration day</u> 12 th January Youth day 23 rd January Netaji's Birthday. 26 th January Republic Day 5th June Environment Day 22 nd July College Foundation day 15 th August Independence Day 5 th September Teachers' Day 1 st December AIDs awareness Day	TOTAL - 456 MALE- 261 FEMALE- 195	Pre-Schooling programme Adopted Village survey Health Chek-up programme Discussion on blind belief & superstition Discussion on NSS,Quiz,Cultural programme Womens empowerment , Blood donation camp	TOTAL-134 MALE-86 FEMALE-48 Adopted village Representative-06	
2012-2013	College campus cleaning Adopted village survey Plantation of Trees Maintanance of trees AID s awareness programme Adopted village cleaning Theoretical classes <u>Celebration day</u> 12 th January Youth day 23 rd January Netaji's Birthday. 26 th January Republic Day 5th June Environment Day 22 nd July College Foundation day 15 th August Independence Day 5 th September Teachers' Day 1 st December AIDs awareness Day	TOTAL - 422 MALE- 217 FEMALE- 205	Pre-Schooling programme Adopted Village survey Health Chek-up programme Discussion on blind belief & superstition Discussion on NSS,Quiz,Cultural programme Womens empowerment , Blood donation camp	TOTAL-117 MALE-75 FEMALE-42 Adopted village Representative -10	

2013-2014	Plantation of Trees Maintanance of trees College campus cleaning Adopted village survey AID s awareness programme Adopted village cleaning Theoretical classess Celebration day 12th January Youth day 23 rd January Netaji's Birthday. 26th January Republic Day 5th June Environment Day 22 nd July College Foundation day 15th August Independence Day 5th September Teachers' Day 1st December AIDs awareness Day	TOTAL - 447 MALE- 226 FEMALE- 221	Pre-Schooling programme Adopted Village survey Health Chek-up programme Discussion on blind belief & superstition Discussion on NSS,Quiz,Cultural programme Womens empowerment , Blood donation camp	TOTAL-144 MALE-88 FEMALE-56 Adopted village Representative -06	
2014-2015	College campus cleaning Plantation of Trees Adopted village survey Maintanance of trees AID s awareness programme Adopted village cleaning Theoretical classes Celebration day 12th January Youth day 23 rd January Netaji's Birthday. 26th January Republic Day 5th June Environment Day 22 nd July College Foundation day 15th August Independence Day 5th September Teachers' Day 1st December AIDs awareness Day	Total -387 Male- 209 Female- 178			



Vice Chancellor, SKBU inaugurating National Seminar



Seminars of Our Colleges

CRITERION IV

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

The college has rich infrastructure.

The policy of the college with regard to infrastructure enhancement is as follows

- Infrastructure is to grow matching the curriculum growth
- Hostel growth is to match with growing enrolment
- Women's hostel has been built with the financial assistance of UGC.

4.1.2 Detail the facilities available for

a) **Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.**

- **Classrooms-** There are 17 classrooms with Green/Black boards.
 - Audio Systems are also available for delivering lectures.
 - Green boards have been placed in 10 classrooms.
 - Proper desk benches are available for comfortable sitting arrangements
 - Two class rooms with Smart Board facilities.
 - Most of the class rooms are connected with LAN ports.
- **Technology enabled learning spaces** - The Computer Lab. and Seminar room have the provision for technology based learning.
- **Laboratories-** The College has 5 laboratories with sufficient apparatus.
 - Physics Laboratory has a Computer with LAN connection.
 - Geography Laboratory has five Computers with LAN connections and related software, maps, tracing tables etc.
 - Physical Education department has well-equipped Gymnasium.
 - Computer Science Department has a laboratory for an accommodation of 24 students.

- **Seminar Hall-** There is a seminar hall with White Board, Smart board, LCD Projector, LAN Connection.
 - **Specialized facilities and equipment for teaching, learning and research –** There is an open access enriched library with 12133 books including text and references. The INFLIBNET facility ensures access to online books and journals. SPSS 19.0 of IBM a statistical tool has been installed for teachers and researchers.
 - Hands free microphone system
 - Digital Pen Display (WACOM)
 - Digital Document Visualizer
 - Digital Duplicator
 - Laptop Computers
 - Geo. Lab Software namely GIS Software (21st Century GIS & TNT MIPS)
 - Computer lab consisting of computers, white board, LCD Projector and required software, Digital Kits etc.
- b) Extra-curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.**
- **Sports**
 - Students have the facilities to play indoor games like table tennis, chess, carom etc. The College organizes Annual sports meet. Students also participate in University tournaments and show outstanding performance.
 - **NSS/NCC**
 - The NSS of the college motivates the students to think and work for the people. Extension activities have been organized like arranging blood-donation camp and medical camp, organizing campus cleaning programme.
 - The College does not have any NCC unit.
 - **Cultural Activities**
 - Teachers and students jointly observe Independence day, Republic day, Netaji's birthday, Birth Anniversary of Rabindra Nath Tagore, Vivekananda's birthday.

- Students observe Teachers' day.
- Intra college cultural competitions on music, debate, recitation, essay writing, extempore are organized annually.

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples.

- All classrooms utilized during full session
- Requisition for University examinations and other Examinations
- New building constructed
- Arrangement for four new classrooms made
- Renovation of classrooms
- Separate office for administrative operations
- Master Plan of the institution/campus enclosed **(Please See Annexure-VII)**
- New cycle stand has been constructed

Requirement of infrastructure facilities has been assessed by the Governing Body in consultation with IQAC.

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

The college does not have such student in the campus However; special facilities have been arranged for the differently able persons-

- The College has constructed ramps in the ground floor classrooms and plans to remodel a washroom for the convenience of teachers and students with physical disability.

4.1.5 Give details on the residential facility and various provisions available within them:

There are no such provisions.

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

- The college has a First Aid Centre
- Off the campus the students get facility of the Students Health Home, Kolkata and we have an arrangements with a local doctor, Dr. Gopal Chandra Layek, (MBBS, DGO) to have his service on call basis or in case of emergency.

4.1.7 Give details of the Common Facilities available on the campus –spaces for special units like IQAC, Grievance Redressal unit, Women’s Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

IQAC ☒

- The IQAC cell was earlier formed in 2009 but was not properly effective till 2013.

GRIEVANCE REDRESSAL UNIT ☒

- Grievance Redressal cell dealt with all grievances and complaints of the stakeholders.

WOMEN’S CELL ☒

- There is no Women’s Cell in operation at present.

COUNSELING AND CAREER GUIDANCE ☒

- A Career Counseling cell has been in operation

PLACEMENT UNIT ☒

- There is no placement cell in the College.

CANTEEN ☒

- A canteen functions inside the college
- Nutritious and light snacks, tea, coffee and cold drinks are available.

RECREATIONAL SPACES FOR STAFF ☒

- There are outdoor and indoor game facility (like carom) for the staff of the college
- Intra as well as inter college football and cricket tournaments are organized annually.

RECREATIONAL SPACES FOR STUDENTS ☒

- There are separate common rooms for the purpose of recreation for male and female students
- They can play indoor games like Table Tennis, Chess, Carom, etc.
- They can play outdoor games in the playground within the college campus as well as in College Play ground.

SAFE DRINKING WATER FACILITY ☒

- Students have safe drinking water facility with two water coolers.
- Generally ground water is which is safe for drinking.

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

- Yes, there is a library sub-committee headed by the Teacher-in-charge.
- The Library sub-committee comprises of the Teacher-in-charge, the librarian and three more faculty members.
- The Librarian takes care of preservation and accession of the books.
- This committee has been working to execute the following suggestions made by the IQAC
 - Digitization of valuable documents to be taken up.
 - Library day is to be observed.
 - Contents of repository to be improved.
 - Provision of Internet facility in the library is to be made available.

4.2.2 Provide details of the following:

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- The library has **15978** books
- Total seating capacity
 - Student –**30**
 - Teachers - **10**
- It is Computerized
- At present the students have open access to stack room
- Honours student can have **02** books at a time
- Pass student can have **01** books at a time
- Teachers can have **10** books at a time
- Total area of the library (in sq. Mts.): **149 (approx.)**
- Working Hours On working days – **10.00 AM to 5.00 PM**
- Working Hours On holidays – **No**
- Working Hours Before Examination days – **10.00AM to 5.00 PM**
- Working Hours During Examination Days – **10.00 AM to 5.00 PM**
- Layout of the library:-
 - Since the space in the library is inadequate to accommodate the large number of books, the extension of facilities like individual reading carrels for the students or to provide lounge area for browsing is not possible.

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

Particulars	2010-2011		2011-2012		2012-2013		2013-2014		2014-2015	
	No.	Total Cost	No.	Total Cost	No.	Total Cost	No.	Total Cost	No.	Total Cost
Text Book	986	83,492.00	154	9,342.00	2	180.00	640	82,614.00	10	1,760.00
Reference Book	897	160,390.00	82	14,012.00	6	528.00	360	52,170.00	68	12,702.00
Journal/Periodicals	8	1,150.00	8	3,400.00	8	1,295.00	7	4,125.00	7	2,255.00

E-Resources	0	0.00	0	0.00	1	5,000.00	1	5,000.00	1	5,000.00
Any other (Specify) Remedial & Service Entry	0	0.00	1,731	276,076.00	0	0.00	675	125,732.00	0	0.00

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

- Average number of login to OPAC - **Not available**
- Average number of login to e-resources - **Not available**
- Average number of e-resources downloaded/printed - **Not available**
- Total number of Computers at the disposal of library: **4**
- Bar Code Printer & Hand Scanner : **1**
- Computer Printer: **1**
- LAN Facility: **yes**
- Document Scanner: **1**
- Institutional Repository: **Available in the College Website.**
- Reprographic facility: **Yes**

4.2.5 Provide details on the following items:

- ❖ Average number of walk-ins : **49 per day**
- ❖ Average number of books issued/returned: **19**
- ❖ Ratio of library books to students enrolled: **8.41: 1**
- ❖ Average number of books added during last three years: **587**
- ❖ Average number of login to OPAC: **Not available.**
- ❖ Average number of login to e-resources: **Not available**
- ❖ Average number of e-resources downloaded/printed: **Not available**
- ❖ Number of information literacy trainings organized : **Nil**
- ❖ Details of “weeding out” of books and other materials: **NIL**

4.2.6 Give details of the specialized services provided by the library

- ❖ Manuscripts ☒
- ❖ Reference ☒
- ❖ Reprography: ☒

- ❖ ILL (Inter Library Loan Service) ☒
- ❖ Information deployment and notification (Information Deployment and Notification) ☒
- ❖ Download ☒
- ❖ Printing ☒
- ❖ Reading list/ Bibliography compilation ☒
- ❖ In-house/remote access to e-resources ☒
- ❖ User Orientation and awareness ☒
- ❖ Assistance in searching Databases ☒
- ❖ INFLIBNET/IUC facilities: ☒

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

- The library support staff helps the 1st year students by appraising them of how to use the library
- The library sub-committee decided to organizes a library day.

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

No special facilities are available at present for visually/physically challenged persons.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

- The librarian takes verbal feedback from the end users and submits the same before the library subcommittee for improvement measures.

- The Head of the institution and the IQAC Cell collect opinion on library related issue through the Stakeholders' feedback option available in our College website for improving the library services.

4.3 IT Infrastructure

4.3.1. Give details on the computing facility available (hardware and software) at the institution.

- 58 Desktop PC
- 6 Laptops
- Server
- Printers
- Scanner (Flat Bed)
- Scanner (Hand Held)
- Web Cam
- Communication Switches (For Network)
- Router
- 2 KVA UPS
- COSA – Accounts Management Software
- Xpert – College administration software including Library operations.
- NLIST - online access to journals through Inflibnet.
- Other Software:
 - SPSS 19.0 (Statistical Software)
 - 21st Century GIS software
 - TNT MIPS GIS Software
 - MS Windows Server 2008 R2 (with 10 user license)
 - MS SQL Server 2008 R2 (with 10 user license)
 - MS Windows 7 Professional (with 10 user license)
 - MS Office 2010 Pro (with 10 user license)

(For details Please see Annexure-VIII)

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

- 6 departments are provided Laptops
- Teacher-In-Charge is provided a PC with internet facility.
- Teachers Room is also provided with a PC with Internet facility.
- Computer laboratory has 24 desktop PCs.
- NRC has 9 computers for use of students; these are often used for training purpose too.

(For details please see Annexure-VIII)

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

- To upgrade the web contents and functionality of the College website so as to reach out to all the stakeholders in a very effective way.
- IQAC contemplating to initiate online student fees collection.
- The contents of the Repository are to be improved both quantitatively and qualitatively by which students can reap maximum benefits out of this effort.
- More emphasis on e-resources and e-journal will be given.

4.3.4 Provide details on the provision made in the annual budget for procurement, up gradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

	Procurement	Up-gradation	Maintenance
2011-2012	0.00	0.00	25,000.00
2012-2013	11,65,683.00	10,000.00	25,000.00
2013-2014	9,51,560.00	58,000.00	25,000.00
2014-2015	0.00	30,000.00	30,000.00

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

- To teach the student in a more illustrative and understandable way, teachers are using laptops, LCD projector, smart boards and OHP in the class room.

- The already existing computer network infrastructure at the college was extended and enhanced into an efficient, high speed, campus wide intranet.
- Assistance to students is provided for in-house/remote access to e-resources by using different open source journal facilities and N-List Programme. Teachers can also access a good number of International as well as National level journals using N-List facility to acquire an updated knowledge regarding their research activities.
- Using Projector various seminars and conferences are conducted.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

- The Wide-Area Network connection existing in the college enables both faculty members as well as students to remain connected (via the Local Area Network) and access the internet.
- Different advanced Teaching Aids are being used in the classrooms e.g. :
 - a) Digital Multimedia Projector
 - b) Portable Digital Document Visualiser
 - c) Interactive White Board with Digital Annotation Sensor
 - d) Over-head Projector, LCD Projector.
 - e) Digital Pen Display
- Assistance to students is provided for in-house/remote access to e-resources by using different open source journal facilities and N-List Programme. Teachers can also access a good number of International as well as National level journals using

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

- National Knowledge Network connectivity is not availed.
- However the college has the NLIST (Inflibnet) facility.

4.4. MAINTENANCE OF CAMPUS FACILITIES

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

The major sources of Institutional receipts are i) Development Grant from State Govt., ii) UGC Grants, iii) MP & MLA, iv) Local Self Government. Apart from these, the college receives grants from Govt. of West Bengal for payment of salaries to its staff. In all the cases, after receiving the sanction letter, Teacher-In-Charge/Principal gets the grant accepted in the Governing Body meeting. As per the directives of the Governing Body the Finance Committee resolve to utilize the grants. The expenditures are then audited by reputed external auditor and also by the auditor appointed by Govt. Authority. Then, the audited Utilization Certificate is sent to the sanctioning authority.

Expenditure for maintenance	Grant/Aid/Fund provided by	2011-12		2012-13		2013-14		2014-15	
		Rs. In Lakh		Rs. In Lakh		Rs. In Lakh		Rs. In Lakh	
a) Building	UGC	2.99	3.28	1.38	9.95	1.43	16.58	0.59	7.35
	College Fund	0.39		0.00		0.00		1.12	
	State Govt.	0.00		5.96		15.15		5.64	
	MLALADP	0.00		2.61		0.00		0.00	
b) Furniture	College Fund		0.53						0.47
c) Equipments	UGC		5.90	1.46	6.24	2.89	2.89	0.92	1.64
	College Fund			4.78		0.00		0.72	
d) Computers	UGC				11.66		9.52		0.00
e) Any other	UGC (Software)		2.36		2.59				

4.4.2 What are the institutional mechanisms for maintenance and up-keep of the infrastructure, facilities and equipment of the college?

- The College maintains the infrastructure through AMC of the Computer and Electrical equipments.
- Rests of the equipments are maintained on call basis.

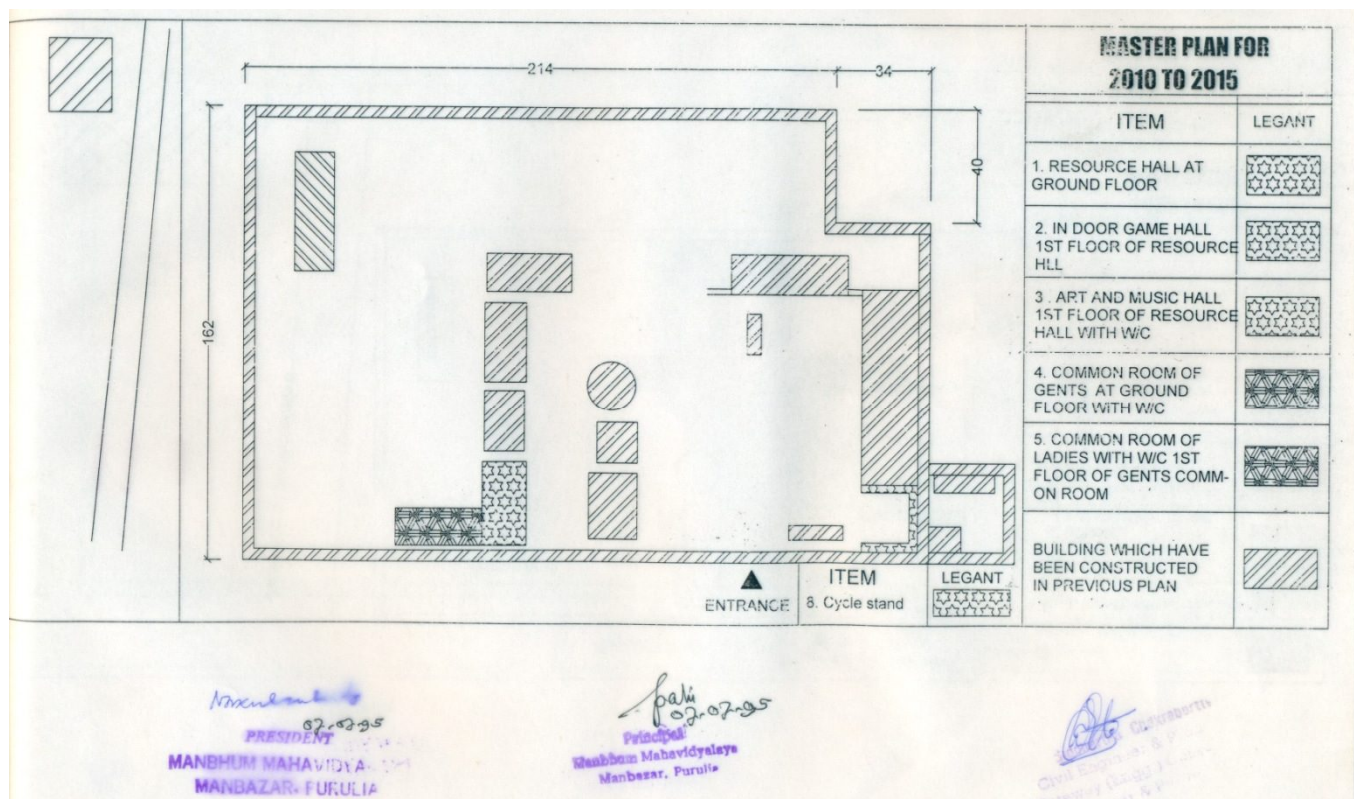
4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?

- The Teacher-in-charge and the Head clerk remain responsible for maintaining the equipments / instruments.
- The college governing body takes resolutions regarding the up-keep of buildings (priority-wise) and furniture. Then the Development Committee and the Finance Committee take necessary measures accordingly.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

- Voltage stabilizers are used to stabilize the fluctuation of voltage for protection of sensitive equipments.
- There are overhead water tanks that take care of constant water supply.

MASTER PLAN



Annexure-VIII (Ref. 4.3.1 & 4.3.2)

Details of Computers

Year	Qty	Added	Description	Qty.	For	Qty
Opening balance	15					15
2012-2013		22	Dell vostro 260 S-ST, Core i3 2120, 4 GB RAM, 500 GB HDD, Graphics Card, 18.5" Dell LED Monitor, with 3 years onsite warranty	09	Office	05
					Library	04
			Dell vostro 260 S-ST, Dual Core G 620, 4 GB RAM, 500 GB HDD, Graphics Card, 18.5" Dell LED Monitor, with 3 years onsite warranty	06	Geo. Lab	06
			IBM Server- x 3200 M3, One Socket Tower/ x 3200 M3/ Intel Xeon X 3430 (Quad Core 2.40 GHz)/ 8 GB RAM DDR3 / 500 GB (SATA) 3.5" Simple Swap HDD/ DVD-ROM/ Rain Controller 0.1.	01	Server Room	01
			Dell Vostro 1550 Direct Base Laptop, Intel Core i3, 2 nd Gen, 2350M, 2 GB DDR3 RAM, 320 GB HDD, 15.6 WLED Screen, Graphics Card, Windows 7 HB, DVD Writer, 3 years onsite warranty.	06	Faculty	06
2013-2014		28	Dell Vostro-270 MT (Series), 4th Gen. Intel Core i5 (3M Cache 3.2 GHz), 4GB DDR3 1600MHz SDRAM, 1 TB SATA 7200 RPM, 16X DVD-R/W-ROM, 18.5" Dell LED Monitor, 3 Years onsite service (NBD), Integrated Graphics Card	01	Teacher-In-Charge	01
			Dell Vostro-3800 SFF, Intel i3 (3M Cache 3.0 GHz), 2GB DDR3 1600MHz SDRAM, 500 GB 7200 RPM SATA, 16X DVD-R/W-ROM, 18.5" Dell LED Monitor, 3 Years onsite service (NBD), Integrated Graphics Card	13	Comp. Lab	13
			Dell Vostro-3800 ST, Intel Dual Core G3220 (3M Cache 3.0 GHz), 2GB DDR3 1600MHz SDRAM, 500 GB 7200 RPM SATA, 16X DVD-R/W-ROM, 18.5" Dell LED Monitor, 3 Years onsite service (NBD), Integrated Graphics Card	14	Comp. Lab	11
					Career Counseling	02
					Phy. Lab	01



NSS activities of our Colleges

CRITERION - V

STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If _yes', What is the information provided to students through these documents and how does the institution ensure its commitment and accountability?-

- The institution publishes a Prospectus every year which contains the following informations.
 - (a) Vision and mission
 - (b) Subject combinations
 - (c) Fees structure
 - (d) Rules and the regulations
 - (e) Students support facilities
- College in most situations remains accountable to the stake holders in order to follow the commitments as mentioned in the prospectus.

(Annexure is attached at the end of the report)

5.1.2 Specify the type, number and amount of institutional scholarships / free ships given to the students during the last four years and whether the financial aid was available and disbursed on time?

- Free ships and/or fees concessions are also provided to students, who are regular in classes, having good results, but are economically challenged and do not receive any other stipend or benefits from the government.
- Such financial aids are generally provided during university form fill up or payment of fees to the college. During the last four years the amount of free ships disbursed are as follows.

Freeship/ Half free ship	2011-12	2012-13	2013-14	2014-15
No. of Students benefited	12	00	00	278

5.1.3 What percentage of students receives financial assistance from state government, central government and other national agencies?

- On the average, every year 66 percent students who belong to SC ST & OBC category receive backward class stipend.

- On the average, every year 01.45 percent students who belong to Minority category receive minority class stipend.
- Kanyasree Prakalpa –a state Government venture in which unmarried female students below 18 years are given a stipend of Rupees 25,000. The college issues applications to the bonafied students who are interested and eligible. In the year 20 14-15, **36** percent girl students belonging to the said category have received this financial benefit.

5.1.4 What are the specific support services/facilities available with regard to the following?

Category	Support service
<i>Students for SC/ST,OBC</i>	Stipends are provided
<i>Students for economically weaker Sections</i>	Fees concessions
<i>Students with physical disabilities</i>	Fee concessions
<i>Overseas students</i>	No such student
<i>Medical assistance to students</i>	Temporary medical service
<i>Organizing coaching classes for competitive examinations</i>	The College has introduced UGC / Sanctioned free Coaching in WBCS, SSC, Bank, Railway, Primary Teachers Examination, Staff Selection, PSC Clerkship and Miscellaneous Service Examination for SC / ST / OBC / Minority / Economically challenged general category students under XI and XII plan period.
<i>Support for slow learners</i>	Remedial coaching
<i>Exposure of students to other institutions of higher learning/corporate/business house etc.</i>	No such support
<i>Publication</i>	Students" Union publishes annual magazine every year
<i>Admission counselling services</i>	During admission teachers help the students to get aware about the various subjects
<i>Pre examination counseling</i>	Before university examinations teachers help the students clear their last minute doubts

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills among the students.

- Nil
-

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

- The students' union mobilizes a fund from the yearly subscription from all students of the college and such fund is then utilized by the students' union to promote participation of the students in extracurricular activities.
-

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc. -in last four year

- The College has introduced UGC / Sanctioned free Coaching in WBCS, SSC, Bank, Railway, Primary Teachers Examination, Staff Selection, PSC Clerkship and Miscellaneous Service Examination for SC / ST / OBC / Minority and economically challenged general category students under XI and XII plan period during the last academic session.
 - Data regarding the actual number of students appeared and qualified in various competitive exams is not available to us.
-

5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc):-

- Academic and Career counseling are made available to the students.
-

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

- The College has Career Counseling cell.
- No specific campus interview has been organized.
- However, some of the students get benefitted by the use of Career-Counseling cell for different job-oriented interviews

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

- Yes. A student redressal cell is there but no specific grievances.
-

5.1.11 what are the institutional provisions for resolving issues pertaining to sexual harassment?

- Issues relating to sexual harassment are not common in our institution, yet the college has a sexual harassment cell.
 - Towards such end the college also conducts several gender sensitizing programmes and create awareness in the minds of the students against sexual harassment.
-

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

- The college has anti-ragging committee but there has been no specific complaint regarding ragging on the part of the student during last four years.
-

5.1.13 Enumerate the welfare schemes made available to students by the institution.:

- Students Welfare Committee look into all matters relating to welfare of students
- The college runs a cheap canteen for students.

5.1.14 Does the institution have a registered Alumni Association? If yes, what are its activities and major contributions for institutional, academic and infrastructure development?

- Alumni association was formed in the year of 2004 and functioned up to 2008. But after that the function of alumni association is not regular.

5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlights the trends observed.

- The college has no machinery to maintain any progression database.

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)?

Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

Course	Year	Appeared	Passed	Remarks(pass%)
B.A.Hons	2011-12	114	78	68.42
B.A.Gen	2011-12	128	58	45.31
B.Sc.Hons	2011-12	13	09	69.23
B.Sc.Gen	2011-12	Nil	Nil	Nil
B.Com.Hons	2011-12	Nil	Nil	Nil
B.Com.Gen	2011-12	Nil	Nil	Nil
B.A.Hons	2012-13	91	55	60.43
B.A.Gen	2012-13	118	67	56.77
B.Sc.Hons	2012-13	02	01	50
B.Sc.Gen	2012-13	01	01	100
B.Com.Hons	2012-13	Nil	Nil	Nil
B.Com.Gen	2012-13	Nil	Nil	Nil
B.A.Hons	2013-14	123	87	70.73
B.A.Gen	2013-14	154	64	41.55
B.Sc.Hons	2013-14	07	04	57.14
B.Sc.Gen	2013-14	Nil	Nil	Nil

B.Com.Hons	2013-14	Nil	Nil	Nil
B.Com.Gen	2013-14	Nil	Nil	Nil
B.A.Hons	2014-15	126	72	57.14
B.A.Gen	2014-15	201	52	25.87
B.Sc.Hons	2014-15	06	02	33.33
B.Sc.Gen	2014-15	Nil	Nil	Nil
B.Com.Hons	2014-15	Nil	Nil	Nil
B.Com.Gen	2014-15	Nil	Nil	Nil

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

- In order to facilitate students progression towards employment the college has introduced UGC / Sanctioned free Coaching in WBCS, SSC, Bank, Railway, Primary Teachers examination, Staff Selection, PSC Clerkship and Miscellaneous Service Examination for SC / ST / OBC / Minority / Economically challenged general category students.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

- Financial support – Fees concessions are provided to those students who face financial challenges to continue with their studies.
- Psychological support – Teachers play the role of Mentors and provide encouragement to the students at risk of dropout such that they continue with their studies.
- Remedial classes are taken for slow learners.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

Sl.No.	Event	Date/ Time
1.	Briksha Ropan	July
2.	Foundation Day celebration	22 July

3.	Celebration of Independence Day	15 August
4.	Freshers' welcome	September
5.	Teachers' Day	5 September
6.	Banga bhukti of Purulia District	1 November
7.	Annual Sports	December- January
8.	Celebrating College social	December-January
9..	Publication of College Magazine	January
10.	Birth day of Vivekananda (Youth Day)	12 January
11.	Celebration of Netaji's Birthday	23 January
12.	Celebration of Republic Day	26 January
13.	Bhasadibash	21 February
14.	Saraswati Puja	February
15.	Blood donation, NSS Special Camp	March
16.	Environment Day	5 June

5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

SPORTS EVENTS

Session	No. of participants	Level	Medals
2011-12	Football- 18 Athelatics-20	University	07
2011-12	Football- 18 Athelatics-20	State/ DPI	08
2012-13	Football- 18 Athelatics-24 Kho-Kho (Boys)-16 Kho-Kho (Girls)- 16	University	10
2012-13	Football- 18 Athelatics-23	State/ DPI	08
2013-14	Football- 18 Athelatics-21 Kho-Kho (Boys)-15 Kho-Kho (Girls)- 15	University	12
2013-14	Athelatics-22	State/ DPI	14
2014-15	Athelatics-22	University	09
2014-15	Football- 18 Athelatics-21	State/ DPI	** 27

**** District level champion in football.**

CULTURAL EVENTS

Session	No. of participants	Level	Medals
2010-11	Youth Parliament-15 Quiz- 04	University	01
2011-12	Youth Parliament-15 Quiz- 04	University	02
2012-13	Youth Parliament-15 Quiz- 04	University	15
2013-14	Youth Parliament-15 Quiz- 04	University	-
2014-15	Youth Parliament-15 Quiz- 04	University	-

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

- Through the feedback form we seek the data from our students.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

- The college magazine is published once a year by the students union.
- Every student is encouraged to express their creative talent through their writings in these magazines.
- The college also encourages all the departments to publish wall magazines regularly where students of the department publish their creative writings.

5.3.5. Does the college have a Student Council or similar body? Give details on its selection, Constitution, activities and Funding.

- The college has a student's union having the following constitution.
- It is formed through an election process held annually.
- Each class (stream wise and year wise) is represented by certain number of class representatives
- All such class representatives form a Body having the following composition:
 - Teacher-in Charge- President
 - General Secretary
 - Asst. General Secretary
 - Vice President
 - Games Secretary
 - Magazine Secretary
 - Welfare Secretary
 - Cultural Secretary
 - Boy's Common Room Secretary
 - Girl's Common Room Secretary
 - Bigyan Parishad
 - Class Representative
- During admission of a student to the 1st year 2nd year and 3rd year every student pays an annual subscription of Rs 60/- which is kept in the bank account of the general fund.
- Students Union makes a budget of tentative expenditure across each items of expenditure and tries to limit their expenditure within such budget.
- The Students Union assists the Teacher-in-charge to organize
 - Various socio cultural functions – college social, fresher's welcome, farewell etc.
 - Literary activities – publications of magazines
 - Intellectual activities – quiz, debates etc
 - Games and sports activities – Annual sports, etc.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

- Governing Body
- Academic Sub Committee
- Sports and Games Committee
- Cultural Committee
- NSS Committee
- Anti Ragging Committee
- Admission Committee
- Students Welfare Committee

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.

- Senior faculty members maintain relationship with former faculty through personal contacts.
-



Department of Physical Education

CRITERION-VI

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

Vision- To extend the academic knowledge, expand the scope of higher education and all round personality development of its students specifically amongst the backward section of the district.

Mission-Manbhum Mahavidyalaya is committed to providing excellence in education in humanities, Commerce and science faculties especially to those who are financial weak and socially backward. The Mission of the College is to pursuit of knowledge and develop personal values through academic and extracurricular activities.

The College emphasizes towards creating an ambience where students gained depth and breadth of knowledge that provide meaningful contribution to career and community.

6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

We aim at

CONTINUOUS IMPROVEMENT OF OUR SYSTEMS TO
ENHANCE CAPABILITY OF STAKEHOLDERS

- TOP MANAGEMENT– Resolved to appoint Higher Education Quality Experts in the IQA.
- HEAD OF THE INSTITUTION– Giving leadership towards effective functioning of the IQAC
- IQAC –
- Identifying the quality assurance needs
- Exploring roadmap for quality assurance
- Actualizing quality initiatives and their sustenance
- FACULTY–
- Building mindset to embrace change
- Change initiatives and sustenance

6.1.3 What is the involvement of the leadership in quality initiatives?

- Governing Body meets after 3 months but quality initiative is an Ongoing process and therefore Governing Body has given greater autonomy to IQAC in deciding the Quality Plans and greater authority to the Head of the Institution to give effect to the Quality Plans.
-

6.1.4. What are the procedures adopted by the IQAC with regard to quality initiatives ?

With regard to steps for Quality Assurance leadership is provided by the IQAC under the guidance of external Quality Experts and the process involves the following.

The initiatives basically involve the following:

- Quality Experts appraises the IQAC members about the possible initiatives the college can take to.
 - Make innovations in teaching-learning evaluation.
 - Support to the students for their progression to the job market .
 - Improvement in the functioning of teachers and staff.
-

6.1.5 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

- Governing Body meets regularly so as to enhance monitoring the policies and plans of the institution for effective implementation and improvement from time to time.
 - Teacher-in-charge appraises the Governing Body about the follow up action on the resolutions of the preceding meetings and submits an Action Taken Report.
-

6.1.6 Give details of the academic leadership provided to the faculty by the top management?

Teachers are encouraged to:-

- ❖ make innovations in teaching learning evaluations.
- ❖ to build new age capabilities.
- ❖ to spend additional time for the students outside the classroom.

- ❖ “completion of syllabus without suggestions”.
- ❖ to make of ICT in teaching.

Conduct

- ❖ extra classes for preparation for final examination.
- ❖ during slack season.

6.1.7 How does the top management groom leadership at various levels?

Leadership grooming for the teachers:

- The teachers are encouraged to participate several NAAC and UGC sponsored workshops and seminars on Quality Assurance and inculcate the spirit within them of being the change leaders in the institution.
- The teachers are encouraged to be more e-proficient and lead from the front to make effective use of software, hardware and web applications.

Leadership grooming for the office staff:

- The office staff are encouraged to tackle pressure situations and overcome workplace adversities.
- The casual staff is provided specific tasks of the college administration.

Leadership grooming for the students:

- The class representatives and office bearers of the students union are given the opportunity to plan and execute all programmes relating to:-
 - Cultural functions
 - Literary activities
 - Extracurricular activities
 - Co Curricular activities

6.1.8 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

- All administrative functions and the academic administrative functions of the college are delegated to several statutory and non statutory committees as follows:

1. The Governing Body
2. The Finance Sub-Committee
3. Teachers' Council
4. Academic Sub-Committee
5. The Development Sub-Committee
6. The Building Sub-Committee
7. The Purchase Committee
8. Library Sub-Committee

6.1.9 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

- No

6.2 Strategy Development and Deployment

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

Quality Policy of the Institution:

CONTINUOUS IMPROVEMENT OF OUR SYSTEMS TO ENHANCE CAPABILITY OF STAKEHOLDERS

How it is developed and driven:

Quality is seen as *"continuous improvement of our systems to enhance capability of stakeholders"*

The quality policy has come into existence from the re visioning process of the College

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

- The planning process in the college generally pivots around the UGC five year Plans and thus there is no long term perspective plan for development.
- As the college is developing so there is need to adopt perspective plans with an eye to the needs of the institution. For example, extension of class-rooms, laboratories, office rooms, hostel rooms, gardening etc.

6.2.3 Describe the internal organizational structure and decision making processes.

The college is affiliated to the Sidho- Kanho- Birsha University; Purulia is guided by the relevant Act, Regulations & Statutes of University. It has a duly constituted Governing Body as per the Statutes of the University, which is responsible for proper management of all the affairs of the college. The Governing Body appoints the Finance Sub-committee Academic Sub Committee, Admission committee, Building Committee, Library Committee etc. The Principal or TIC is dependent on the Teachers' Council and the office for all sorts of academic and administrative activities respectively. Other sub committees are formed by the Teachers' Council as and when found necessary. The Governing Body also monitors the activities of different administrative bodies of the college.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

1. Teaching & Learning:

- (a) Introduction of continuous internal assessment
- (b) Use of software and hardware by the teachers for academic planning and continuous internal assessment
- (c) Adoption of students centric learning methods
- (d) Use of audio visual aids
- (e) Building repository of web materials

2. Research & Development:

Formation of a Research Committee to encourage.

- (a) Personal research.
- (b) Minor research projects.
- (c) Institutional research.

3. Human Resource Management:

- (a) Conducting appraisal followed by retraining.
- (b) Providing hardware and software to teachers.

4. Community engagement:

- (a) Through NSS the college serves the community.

5. Industry interaction: - Nil.

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

- The head of the institution always keeps contact with the teachers, employees, students, guardians to review the activities of the institution.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

- The IQAC of the college places its recommendations and suggestions to the Governing Body as and when it takes place. College governing body resolved to give a free hand to the IQAC to implement suggested plans and programme for overall development of the institution.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

Answer as 6.2.6

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

- No .
-

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

- The institute has well defined grievance redressal procedure. Prompt and effective disposal of grievances of various stakeholders are being done. Institute has constituted a Grievances Redressal Committee. This committee discusses the matter with Teacher-in-Charge to solve the problem.
-

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?

- Nil .
-

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

- Departments provide feedback forms to the students to express their views. The departmental teachers sit in a meeting with the feedback forms thus received and take decisions for betterment of performance.
-

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

- Members of the teaching and non-teaching staff are encouraged by providing computers for the professional development. Teachers are always encouraged in research works.
-

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

- Faculty members are encouraged to participate in workshops, seminars, orientation and refresher courses. They are also encouraged to involve in researches.
-

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

No specific performance appraisal system of the staff is enforced in the college.

Future Plan:

The IQAC Cell has planned to implement the self-appraisal for administrative staff and academic support staff of different departments.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

- Nil
-

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

- Nil.
-

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

- No such scope exists.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

The institution has an effective mechanism to monitor the use of available financial resource of the college. The mechanism includes:-

1. Bursar - who functions as follows:

- ❖ Checks and monitors day to day accounts of the college prepared by the cashier and accountant.
- ❖ Helps to prepare the budget of the college and also the laboratory based departments.
- ❖ Monitors the work of the accountant towards smooth conduct of the internal and external audit.
- ❖ Keeps track of different grants received by the college (from UGC and other funding agencies) date wise.
- ❖ Scrutinizes expenses which are given before him, as per the prescribed schedules and utilization of grants.
- ❖ Guide to prepare paper for fixation for pay and allowance.
- ❖ Scrutinizes papers relating to pension.
- ❖ Checks PF accounts, Income Tax, Professional Tax etc.

2. Finance sub-committee:

- ❖ Helps to prevent fraud by ensuring that all tasks associated with the finance function are not performed by one person without supervision from others
- ❖ It helps the Governing Body meetings to focus on a wider range of issues, as detailed financial discussions can take place within the sub-committee
- ❖ It enables more democratic control of the organisation's finances.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

- For internal audit regular checking of accounts and allied activities are done by teacher-in-charge and bursar who are entrusted to handle respective funds by the G.B.
- For external audit auditor is appointed from the office of the D.P.I from time to time.

6.4.3 When was the last audit done and what are the major audit objections? Provide the details on compliance.

Last audit report we received was of 2012-13, dated 31.03.2015 and the audit for 2013-14 has already been completed but the report is yet to receive. There were no major objections.

6.4.4. What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

- ❖ State Government disburses the corpus for payment of salary to the employees of the organization
- ❖ College receives grants from UGC and other funding agencies and spends the grants under the different schemes as per college planning board's proposal accepted by G.B.
- ❖ The major source of receipt by the college is the fees from students under different heads, out of which the day to day expenses as well as developmental expenses are met.
- ❖ Generally the college handles the deficit by way of increasing fees or seeking assistance from Govt. or local self Govt. But the college is planning to earn revenue by other means.

Provide audited income and expenditure statement of academic and administrative activities of the previous four years.

(Please see Annexure - 6.4.4)

6.4.5 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

Year - 2010 -2011

Sl.No.	Additional Fund	Purpose	Amount in Rs.	Utilisation Status
01	Handicapped Grand from Govt.	Stipend to Handicapped Students	1,020.00	Utilised
02	Minority Grant	Stipend	9,300.00	Utilised

Year - 2011 -2012

Sl.No.	Additional Fund	Purpose	Amount in Rs.	Utilisation Status
01	Minority Grant	Stipend	9,000.00	Utilised
02	MLALADP Grant	Cycle Stand for Students	2,39,629.00	Utilised

Year - 2012 -2013

Sl.No.	Additional Fund	Purpose	Amount in Rs.	Utilisation Status
01	Development Grant from DPI	Construction of Class-Rooms	20,00,000.00	Almost completed final utilization yet to be made.
02	Minority Grant	Stipend	14,650.00	Utilised
03	Handicapped Grand from Govt.	Stipend to Handicapped Students	2,040.00	Utilised

Year - 2013 -2014

Sl.No.	Additional Fund	Purpose	Amount in Rs.	Utilisation Status
01	Minority Grant	Stipend	37,500.00	Utilised

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

- Though the Internal Quality Assurance Cell was formed in 2009 but the functioning of the cell was not up to the level of expectation till 2013.

a. How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?

- College Governing body resolved to give a free hand to the IQAC to implement suggested plans and programme for overall development of the institution.

b. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

- None.

c. How do students and alumni contribute to the effective functioning of the IQAC? How does the IQAC communicate and engage staff from different constituents of the institution?

The IQAC appreciates that students and alumni can play a significant contributory role in the activities of the IQAC by way of

- Providing feedback on what they feel to be the path of their quality enhancement
- Participating in students centric methods of teaching-learning but the expected level of activities of the Alumni Association is absent.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

- The IQAC, the planning body, collects inferences from the learners and various committees through participatory interactions, based on which it proposes comprehensive perspective plan to the Governing Body for approval and implementation.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact

- The College provides in-house training by the Quality Assurance Experts meet the members of the IQAC and appraise them how to function for effective implementation of the quality assurance procedures.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

- There is no provision for this.

6.5.5 How is the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

- The internal quality assurance mechanism is not aligned with any external quality assurance agency.
- In the case of the institution the external regulatory authority is the Affiliating University, S.K.B. University and we make the compliances as per their needs and requirements.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

- The teaching-learning process is constantly reviewed in the Teachers' Council of the college. The functions and duties of every Teacher's Council shall be to advise the Teacher-in Charge of the college concerned on all academic matters including student's welfare, arrangement of time table, conduct of examinations (including University Examinations), improvement of the library, laboratories and teaching facilities of the college.
- The recommendations made by the Teachers' Council is then considered by the Head of the institutions and in all matters related to policy decisions Governing Body makes appropriate resolutions.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

- The institution has evolved a stake holders' web by forming different platforms like College Advisory Board, alumni, and various committees with a fair representation of students.
- The IQAC in the planning process considers feedbacks collected from all the stakeholders to prepare perspectives on development.
- The IQAC also has plans to launch a separate website for the activities of IQAC.

Annexure –IX (Ref. 6.4.4)

Audited Income & Expenditure Account 2010-11

MANBHUM MAHAVIDYALAYA
MANBAZAR * PURULIA (W.B.)

Income and Expenditure Account as on 31st March, 2011.

EXPENDITURE				INCOME			
TO	PARTICULARS	RS:	RS:	BY	PARTICULARS	RS:	RS:
TO	Printing and Stationery		8,707.00	BY	Tuition fees		880,480.00
TO	Silver Jubilee Celebration Expenses		100,416.00	BY	Admission fee	35,970.00	
TO	Travelling & Conveyance		44,787.00		Add: Hostel Admission Fees	1,460.00	37,430.00
TO	College Exam. Expenses		7,964.00	BY	College Exam. Fee		36,790.00
TO	Contingency	9,531.00		BY	Miscellaneous Receipts		15,475.00
	Add: Contingency for Hostel	30.00	9,561.00	BY	Miscellaneous Charges		19,560.00
TO	Bank Charge		1,569.00	BY	Identity Card Charge		3,360.00
TO	Meeting Expenses		681.00	BY	Local expenses		10,535.00
TO	Postage & Telegram		517.00	BY	Fees Book Charges		3,160.00
TO	Typing charge & Xerox		438.00	BY	Sale of Admission form	82,350.00	
TO	Audit fee	2,000.00			Add: Hostel Admission Form	1,770.00	84,120.00
	Add: Outstanding	3,861.00	5,861.00	BY	Electricity Charge		32,220.00
TO	Celebration Ent. & Hospitality		3,622.00		Hostel Seat Rent		88,000.00
TO	Telephone exp.		12,319.00	BY	Interest from S/B Account		70,535.00
TO	Repair & Maintenance	34,098.00		BY	Sale of Regn. Form		3,200.00
	Add: Hostel Expenses	407.00	34,505.00		BBA admission fee		16,000.00
TO	Advertisement		16,004.00		Felicitation fee		800.00
TO	Electricity Exp.	117,668.00			Session fee		2,100.00
	Add: Hostel Electricity Expenses	65,995.00	183,663.00				
TO	Sports & Games		1,110.00				
TO	Identity card purchase		2,250.00				
TO	Purchases of registration forms		3,130.00				
TO	Office expenses		556.00				
TO	Inauguration Expenses		310.00				
TO	BBA Advertisement Expenses		15,000.00				
TO	BBA Affiliation		10,000.00				
TO	Subscription to WBCUTA		1,000.00				
TO	Part-time allowance from college fund		315,000.00				
TO	Prospectus printing Exp.		54,600.00				
TO	BBA expenses		135.00				
TO	BBA Part-Time Allowance		54,000.00				
TO	Legal expenses		27,757.00				
TO	T.A. to Prac. Exam. (Geo.)		450.00				
TO	T.A. to Prac. Exam. (Phys.)		520.00				
	Page Total c/d		916,432.00		Page Total c/d		1,303,765.00



Income Expenditure A/c: 2010-2011: Page:1

9/5/11
Teacher-In-charge
Manbhum Mahavidyalaya
Manbazar, Purulia

Annexure –IX (Ref. 6.4.4)

Audited Income & Expenditure Account 2011-12

SIRCAR GUPTA & CO.
CHARTERED ACCOUNTANTS

M. K. CHATTOPADHYAY
M. COM., F. C. A.

Page 1

PHONE: 2477 0879
P-6, Nilachal Complex, Phase-II,
Narendrapur, Kolkata-700103.

MANBHUM MAHAVIDYALAYA
MANBAZAR, DIST. -PURULIA,
WEST BENGAL, PIN - 723 131.

Income and Expenditure Account for the year ended 31st March, 2012.

<u>EXPENDITURE</u>	<u>₹</u>	<u>INCOME</u>	<u>₹</u>
To Printing & Stationery	9868.00	By Tuition Fees	738280.00
To Travelling & Conveyance	84617.00	By Admission Fees	36840.00
To College Exam. Expenses	6737.00	By College Exam. Fee	69530.00
To Contingency	20506.75	By Miscellaneous Receipts	570.00
To Bank Charges	1248.00	By Identity Card Charge	11025.00
To Meeting Expenses	6888.00	By Local Expenses	6575.00
To Postage & Telegram	506.00	By Fees Book Charges	6960.00
To Typing & Photocopy Charges	544.00	By Sale of Admission Form	81700.00
To Audit Fee	668.00	By Electricity Charge	40810.00
To Provision for Audit Fees	3861.00	By Interest from Term Deposit	2001.00
To Celebration Ent. & Hospitality	6143.00	By Interest from S/B Account	83321.00
To Tuition Fees Refunded	420.00	By Sale of Regn. Form	3490.00
To Telephone Exp.	10358.00	By <u>Registration Fees for Seminar</u>	
To Repair & Maintenance	55382.00	-Bengali Seminar	6900.00
To Advertisement	4206.00	-Santali Seminar	5550.00
To Electricity Exp.	133488.00	-Geography Seminar	4450.00
To Sports & Games	20930.00	By Session Fees	1900.00
To Identity Card Purchase	2500.00		
To Purchase of registration forms	3500.00		
To Office Expenses	100.00		

Balance c/f

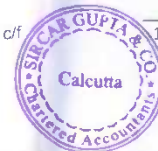
372470.75

Handwritten Signature
Teacher-in-Charge
Manbhumi Mahavidyalaya
Manbazar, Purulia

Balance c/f

1099902.00


 Teacher-in-Charge
 Manbhum Mahavidyalaya
 Manbazar, Purulia



Annexure –IX (Ref. 6.4.4)

Audited Income & Expenditure Account 2012-13

IRCAR GUPTA & CO.
CHARTERED ACCOUNTANTS

M. K. CHATTOPADHYAY
M. COM., F. C. A.

Page 1

PHONE: 2477 0879
P-6, Nilachal Complex, Phase-II,
Narendrapur, Kolkata-700103.

MANBHUM MAHAVIDYALAYA
MANBAZAR, DIST. -PURULIA,
WEST BENGAL, PIN - 723 131.

Income and Expenditure Account for the year ended 31st March, 2013.

<u>EXPENDITURE</u>	<u>₹</u>	<u>INCOME</u>	<u>₹</u>
To Printing & Stationery	20062.00	By Tuition Fees	955690.00
To Travelling & Conveyance	50415.00	By Admission Fees	44410.00
To College Exam. Expenses	2950.00	By College Exam. Fee	73810.00
To Contingency	11929.00	By Miscellaneous Receipts	35315.00
To Bank Charges	1186.00	By Identity Card Charge	21425.00
To Meeting Expenses	100.00	By Local Expenses (BU)	7415.00
To Postage & Telegram	617.00	By Local Expenses (SKBU)	1615.00
To Typing & Photocopy Charges	75.00	By Fees Book Charges	8350.00
To Audit Expenses	5000.00	By Sale of Admission Form	120420.00
To Provision for Audit Fees	3861.00	By Electricity Charge	43145.00
To Celebration Ent. & Hospitality	7936.00	By Interest from S/B Account	151504.00
To Tuition Fees Refunded	1280.00	By Sale of Regn. Form	4235.00
To Telephone Exp.	14796.00	By <u>Registration Fees for Seminar</u>	
To Repair & Maintenance	35161.00	-Economics & Commerce Seminar	3950.00
To Advertisement	7928.00		
To Electricity Exp.	174996.00		
To Sports & Games	13783.00	By Session Fees	950.00
To Gardening Expenses	22240.00	By Collection for Tour from Students	6500.00
To Office Expenses	1722.00		
To Students Union Election	1696.00		
Balance c/f	377733.00	Balance c/f	1478734.00



Annexure –IX (Ref. 6.4.4)

Audited Income & Expenditure Account 2013-14

MANBHUM MAHAVIDYALAYA MANBAZAR * PURULIA (W.B.)

Income and Expenditure Account as on 31st March, 2014.

EXPENDITURE			INCOME		
PARTICULARS	RS:	RS:	PARTICULARS	RS:	RS:
TO Printing and Stationery		93,588.00	BY Tution fees		1,084,690.00
TO Travelling & Conveyance		44,310.00	BY Admission fee		45,900.00
TO College Exam. Expenses		9,332.00	BY College Exam. Fee		79,240.00
TO Contingency		12,185.00	BY Miscellaneous Receipts		275.00
TO Bank Charge		5,332.00	BY Indentity Card Charge		22,325.00
TO Meeting Expenses		6,272.00	BY Local expenses BU		2,255.00
TO Postage & Telegram		185.00	BY Local expenses SKBU		8,330.00
TO Typing charge & Xerox		694.00	BY Fees Book Charges		8,760.00
TO Audit Expenses		12,000.00	BY Sale of Admission form		117,960.00
TO Celebration Ent. & Hospitality		8,254.00	BY Electricity Charge		46,475.00
TO 50% Tution Fees deposited with T.O.		846,920.00			
TO Telephone exp.		880.00	BY Sale of Regn. Form		4,380.00
TO Repair & Maintenance		133,544.00	By Registration fees for Seminar		
TO Advertisement		6,700.00	-Economics & Commerce Seminar		12,000.00
TO Electricity Exp		161,539.00	By <u>Hostel Account</u>		
TO TIC Allowance		1,500.00	Hostel Admission Fees	520.00	
TO Purchases of registration forms		4,500.00	Hostel Admission Form	1,190.00	
TO Office expenses		90.00	Hostel Seat Rent	63,850.00	65,560.00
TO AMC for web page		6,920.00			
TO Students Union Election		16,107.00			
TO Guest lecturer allowance (College Fund)		468,000.00			
TO Local Expenses / Charges		2,200.00			
TO Legal expenses		19,838.00			
TO Gardaning Expenses		35,700.00			
TO Sports & Game		31,460.00			
TO Broad Band Connection (Bsnl)		51,420.00			
TO <u>Hostel Account</u>					
TO Typing charge		20.00			
TO Repair and Maintenance		8,945.00			
TO Electricity Expenses for Hostel		47,531.00			
TO Contingency for Hostel		3,110.00			
			TO General Fund		
			(Excess of Expenditure over Income)		540,926.00
		<u>2,039,076.00</u>			<u>2,039,076.00</u>

Teacher-In-charge
Manbhum Mahavidyalaya
Manbazar, Purulia

By Hostel Admission charge 4,58,000.00



Teaching & Non-Teaching Staff of Our College

CRITERIA - VII

INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

There is no formal conducting of green audit in the institution. But the IQAC insisted NSS departments, all teachers, non- teaching Staff and Students for the following objectives to create awareness amongst the students on several environment issues with any eye to play greater role in the society by way of sensitizing the society on environmental concerns .

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

- The college observes *Plantation* as an annual programme
- The college observes *World Environment Day* as an annual programme
- The college declared as *No Smoking zone*.
- The NSS volunteers regularly lead campaign not to use of polythene products in general and in the college campus in particular.

Use of renewable energy

- Installation of two solar lights in College campus.

Water harvesting

- We have a pond where natural rain water comes in and we use it for garden irrigation and fisheries.

Check dam construction

- Nil

Efforts for Carbon neutrality

- The college at its own level has taken up certain preventive measures to check the emission of carbondioxide . The college has made arrangements for the parking of the vehicles of the students in the college ground. This helps in keeping the campus as much as possible clean. The dead leaves and the wastepapers are not allowed to be put on fire. The leaves are buried in the soil itself and the papers are disposed off.

Plantation

- The college has a garden and green lawn. These are maintained by three NSS units.
- One temporary staff has been recruited for this purpose.
- Trees are planted on regular basis.
- The college organizes programmes like Van Mahotsava every year to inculcate this tradition amongst its students.

Hazardous waste management

- Nil .

e-waste management

- Nil .

7.2 Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

The college has adopted the following quality policy

CONTINUOUS IMPROVEMENT OF OUR SYSTEMS TO ENHANCE CAPABILITY OF THE STAKEHOLDERS

- Governing Body has appreciated that faculty empowerment is key to students' empowerment.
- The college publishes annual research article volume 'BODHI' regularly to promote research activity among the teachers and scholars.
- Towards that end the Governing Body has adopted the policy of MAKING THE TEACHERS MUCH MORE "E-PROFICIENT, ENABLED & ENGAGED by way of providing them with the opportunity to use
 1. Several hardware(Laptops, interactive board, smart board etc) for "learning by doing".
 2. "NLIST" for having access to online journals
 3. Teaching Aid Software for preparing academic plan, instructional materials and question banks.
 4. SMS gateway to remain connected through bulk SMS

7.3 Best Practices

7.3.1 Elaborate on any two best practices as per the annexed format which have contributed to the achievement of the Institutional Objectives and/or contributed.

(A) Title of the Practice : *Mapping Stakeholders' Expectation*

1. The Objective

- The college tries to explore the expectations of the students, teachers and parents about institutional provisions including curriculum.
- The college also sets up a framework/mechanism wherein students can explore their observations in the form of grievances, suggestions and opinion.

2. The Context

- Students, in particular, are the best judge of their own future and hence they may be made to exercise their expectation from the institution where they study.
- The students, when able to exercise their opinion in turn paves the way for "students' participation" in quality assurance, which is the need of the hour.

3. The Practice

- The IQAC has tried to make use of Stakeholders' Feedback from the session 2010-11 onwards.

Students' feedback on

- Teaching
- Institutional provisions
- Curriculum

Feedback of alumni on

- Institutional provision

Feedback of teachers on

- Curriculum
- Teaching-learning evaluation
- Infrastructure

- Creating database of grievances and suggestion

4. Problems Encountered and Resources Required

- At the initial stage, propensity to use the practice remained very low.

5. Evidence of success

- The habit of providing feedback is growing.

(B) Title of the practice : *Preserve greenery and make environment pollution free.*

1. The Objective

The target group are the students who come from under privileged families and inhabitants of local villages. The region is comparatively arid where source of water is scarce. Economic backwardness of the people of this area compels them to rely heavily on forest wood as a source of fuel for day to day activities that puts a negative impact on the overall environment. In order to inculcate a sense of environment consciousness amongst the villages and the students, the College initiated to utilize the resources available at the disposal of NSS Units of the College.

2. The Context

The College has big compound with huge area of open space. Govt. of West Bengal previously undertook a project of tree plantation within our compound. Subsequently, college authority took the responsibility of nurturing the planted trees and maintaining the compound with adding grass-bed and replacing the damaged saplings. Ultimately college authority tried to explore the means and ways to maintain the beautiful greenery of our compound and surrounding areas. The College authority gave the entire responsibility to our three NSS units.

3. The practice

NSS Unit I, NSS Unit II and NSS Unit III coordinated their efforts to make College an environment friendly campus monitored by the Coordinators of NSS Units. From time to time the Teacher-In-Charge holds meetings with the Coordinators of NSS Units for maintenance of the greenery. Other than this tree planting ceremonies are part of the regular activities of the College. The College has been made a plastic free zone and students are constantly sensitized about clean and green environment through talks, posters etc. Efforts are under way to harvest rain water by utilizing the pond in the College campus which is fed by rain water only and install more solar panels for partial illumination of the campus. The awareness programs are regularly held highlighting environmental pollution related hazards, in the campus and off the campus. This helps in inculcating an interest, awareness and responsibility towards our environment and its protection for sustainable development and also in maintaining greenery in our campus.

4. Problems Encountered and Resources Required

Initially the NSS units faced the fund crunch and to motivate their volunteers to have their continuous effort especially in the summer season due to acute water crisis.

5. Evidence of success

The College compound and surroundings have complete greenery with varieties of trees and plants. Due to this favourable condition different species of birds and animals taking shelter and the area has become an ecological haven. Ultimately the College compound becomes a place of interest to visit for local and outside people.



Some Cultural Activity

DEPARTMENTAL REPORT

EVALUATIVE REPORT OF BENGALI DEPARTMENTS

- 1 Name of the department : **Bengali**
- 2 Year of Establishment : **1986-87**
- 3 Names of Programmes / Courses offered : **U.G.**
(UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
- 4 Names of Interdisciplinary courses and the departments/units involved: **N.A.**
- 5 Annual/ semester/choice based credit system (programme wise) : **Annual**
- 6 Participation of the department in the courses offered by other departments : **Yes**
- 7 Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
- 8 Details of courses/programmes discontinued (if any) with reasons : **Nil**

- 9 Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	2	2

- 10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. Students guided of the last 4 years
Prof. Asutosh Biswas	M.A. B.Ed., M.Phil.	Asst. Profesor	Modern Poetry	14 years	Nil
Dr. Sumanta Mandal	M.A., B.Ed., PhD.	Asst. Profesor	Folklore	5 years 8 month	Nil
Dr. Tapan Kr. Patra	M.A., PhD.	P.T.T.	Folk-Literature	10 years	Nil
Chittaranjan Paramanik	M.A., B.Ed.,	Gust Lecturer	Rabindra Sahitya	3 Years	Nil

- 11 List of senior visiting faculty : **Nil**

12 Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : 20%

13 Student -Teacher Ratio (programme wise)

Session	1ST YEAR		2nd YEAR		3rd YEAR	
	H	G	H	G	H	G
2010-11	41:3	298:3	29:3	404:3	36:3	323:3
2011-12	40:3	434:3	34:3	327:3	27:3	339:3
2012-13	47:4	585:4	36:4	348:4	31:4	246:4
2013-14	47:4	696:4	36:4	427:4	35:4	270:4
2014-15	53:4	753:4	44:4	536:4	29:4	315:4

14 Number of academic support staff (technical) and administrative staff; sanctioned and filled : N.A.

15 Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG: : Ph.D. (Two), M.Phil (One), P.G. (One).

16 Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : One (Minor research Project), UGC, Rs. 1,60,000/-

17 Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received : N.A.

18 Research Centre /facility recognized by the University: : Nil

19 Publications:

a) Publication per faculty : 26 (Twenty Six of paper + Books)

b) Number of papers published in peer reviewed journals (national / international) by faculty and students : Nil

c) Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO Host, etc.) :

d) Monographs :

e) Chapter in Books:

1. Prof. Asutosh Biswas – (Annexure – X).

2. Dr. Sumanta Mandal, (Annexure- X).

f) Books Edited

: Annexure – XI

g) Books with ISBN/ISSN numbers with details of publishers:

1. Prof. Asutosh Biswas – (Annexure – XI)

h) Citation Index :

i) SNIP :

j) SJR

:

k) Impact factor

:

l) h-

index :

- | | | | |
|----|---|---|--|
| 20 | Areas of consultancy and income generated | : | N.A. |
| 21 | Faculty as members in | | |
| | a) National committees b) International Committees c) Editorial Boards | : | 1. Editorial Board & U.G. Syllabus committee |
| 22 | Student projects | | |
| | a) Percentage of students who have done in-house projects including inter departmental/programme : | : | |
| | | : | |
| | b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies: | : | |
| 23 | Awards/ Recognitions received by faculty and students | : | N.A. |
| 24 | List of eminent academicians and scientists/ visitors to the department : | : | N.A. |
| 25 | Seminars/ Conferences/Workshops organized & the source of funding | : | Annex- XII |

a)National : 5 (Five), UGC.

b)International

26 Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Application received	Selected	Enrolled		Pass percentage
			Male	Female	
HONS 2010-11		47	26	21	
HONS 2011-12		48	31	17	
HONS 2012-13		51	31	20	
HONS 2013-14		52	30	22	
HONS 2014-15		59	33	26	

27 Diversity of Student

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
HONS 2010-11	100%	Nil	Nil
HONS 2011-12	100%	Nil	Nil
HONS 2012-13	100%	Nil	Nil
HONS 2013-14	100%	Nil	Nil
HONS 2014-15	100%	Nil	Nil

28 How many students have cleared national and state competitive examinations such as NET, SLET,GATE, Civil services, Defense services, etc. ?

: We know that a good number of passout candidates from our college are employed in teaching, defense, Govt. & Private Sector organizations. However we have no concrete database of such progression of the students.

29 Student progression

Student progression	Against % enrolled
UG to PG	We know that a good number of passout candidates have taken admission in PG, M.Phil & PhD. in different university. However, we have no concrete database of such progression of such students.
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post -Doctoral	N.A.

Employed	
Campus selection	N.A.
Other than campus recruitment	N.A.
Entrepreneurship/Self-employment	N.A.

30 Details of Infrastructural facilities

- a) Library : No departmental Library but facilities are available at central Library lending.
- b) Internet facilities for Staff & Students : Students and staffs are available at UGC-NRC.
- c) Class rooms with ICT facility : Smartboard facility is available in the class room.
- d) Laboratories : N.A.

31 Number of students receiving financial assistance from college, university, government or other agencies

- : Eleven students received Half free ship from college. All the SC/ST/Monitory students received stipend from the Govt.

32 Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

:

33 Teaching methods adopted to improve student learning

- : Class lecturer method, Audio visual method with the help of smartboard & Overhead projector used.

34 Participation in Institutional Social Responsibility (ISR) and Extension activities:

- : Few students of the department regularly participate in social outreach programmes organized by college NSS units, i.e. student taking part in local tribal school (Ekalabya Model School).

35 SWOC analysis of the department and Future plans :

STRENGTH

- Quality faculty members.

- Appreaceable inter personal relationship between the students & teachers.
- Highdemand ratio.

WEAKNESS

- Inadequate number of teaching staff.
- Lack of aduquate class room.

OPPURTUNITY

- Ample motivation for teaching students, mostly from tribal communities and 1st generation lernear.
- CAS requirment enhances efficiency of the teachers.

CHALLENGE

- To provide contineous high standered of teaching.
- Financial constraint due to Govt. policy of collection of 50% of tuition fees from college.

FUTURE PLAN

- To introduce PG course in Bengali.
- Introduce Deparmental Libray.
- Separate departmental Block.
- Introduce certificate courses in proof reading and translation.

Annexure : X (Ref. 19 - e)

PUBLICATION : ARTICLES/JOURNAL							
SI No .	Departme nt	Name of The Writer/ Editor	Publica tion Date	Title of the Book	ISBN	Name of The Publisher	Name of the Article
1	Bengali	Prof. Asutosh Biswas	Jul-15	Ekaler Kobita Somiksha	978-81-929245-9-5	Byanjanbarna, Kolkata -09	Nastoneer ; Rakta Makha Harh Dekhi Sajano Bagane
2	Bengali	Prof. Asutosh Biswas	Mar-12	Protibader Natok	978-81-921186-6-6	Banglarmukh, Kolkata-119	Muktodhara: Jantrasovyatar Biruddhe Protibad
3	Bengali	Prof. Asutosh Biswas	Boimela Jan-2011	Bangla Natoke Protibadi Chetona		Prognabikash,Kolkata-9	Dorpone Bidroho : Nildorpon
4	Bengali	Prof. Asutosh Biswas	Jul-15	Chand Boniker Pala : Protibader Pathomala	978-93-83016-40-2	Prognabikash,Kolkata-9	Chand Boniker Pala : Gotro Bichar
5	Bengali	Prof. Asutosh Biswas	Sep-09	Dhatridebota : Janoni O Janmobhumir Bakprotima		Kalyani Publication, Kolkata-73	Dhatridebota : Kobi Tarasankar
6	Bengali	Prof. Asutosh Biswas	Jan-10	Bangla Choto Golpo Rabindranath O Uttorkal		Bangla Bibhag, Nistrani College, Purulia	Kshudita Pashan : Adar Byaparir ourangajeb hober bilasita
7	Bengali	Prof. Asutosh Biswas	Nov-12	Bangla Upanyasher Protibader Bhasa	978-81-923688-5-6	Ekush Shatak, Kolkata-73	Dhatridebat : Protibad
8	Bengali	Prof. Asutosh Biswas	Jan-15	Bharatnirman O Swami Bibekananda	978-93-84491-02-4	Art Publishing, Kolkata-09	Pryachya o Paschayatya : Ek malate dui prithibi

9	Bengali	Prof. Asutosh Biswas	Nov-11	Bingsha Satabdir Kobita maloti Puthi		Bangla Bibhag, J.K. College, Purulia	Bishnuder Kobita Ghonr Sauwar : Onno Path
10	Bengali	Prof. Asutosh Biswas	Jan-15	Dwijendralal Roy : Jibon O Sristi	978-93-84108-00-7	Banglarmukh, Kol-129	Dwijendralal Roy : Mebar Patan
11	Bengali	Prof. Asutosh Biswas	Mar-14	Ponditmosai : Biporjoyer Barnomala	978-93-83016-35-8	Prognabikash,Kolkat a-9	Saratchandra Chattopaddhyay : Upponayas Porikroma
12	Bengali	Prof. Asutosh Biswas	Jan-15	Robindra Natya Charchya	978-93-83016-42-6	Prognabikash,Kolkat a-9	Rabindra Kabyanatya: Ekti Parjalochona
13	Bengali	Prof. Asutosh Biswas	Dec-15	Tribal Rebellion Literature and culture on 18 th and 19 th Century	978-93-84729-20-2	Byanjanbarna, Kolkata -09	Tilka Murmu:Sautal biddhroher prothom Sahid
14	Bengali	Prof. Asutosh Biswas	2013	Bodhi	8189-00816-1-13-14	Manbhum Mahavidyalaya	Ganesh Basu : Kobita Samudramahis
15	Bengali	Prof. Asutosh Biswas	2014	Bodhi	8189-00817-X-14-15	Manbhum Mahavidyalaya	Madhusudan Dutter Krishnakumari : Akaler Jhara-Ful
16	Bengali	Dr. Sumanta Mandal	Jan-14	Bankura Jelar Dharmiya Lokoshilpa: Mala; Loko-utsa (The source of Folk), Vol-2, Issue-2	ISSN 2321-7340	Parimal Barma	
17	Bengali	Dr. Sumanta Mandal	May-14	Swadhinottor. Banglar Upannaser Bibarton	978-81-929245-4-0	Byanjanbarna, Kolkata -09	Shaktipada Rajgurur upannaser Samajbasataba ta

18	Bengali	Dr. Sumanta Mandal	Nov-14	Lokosans Kritir Bichitra Poriso: Anweshon O Bishleshon	13-978-81-922582-1	Balaka, Kol-9	Lokoshilpe pukhuniar Janbati (Singing Bowls)
19	Bengali	Dr. Sumanta Mandal	Apr-15	Songbartika	ISSN – 2319-9393	Purulia	Bankura Jelar Lokochikitsa
20	Bengali	Dr. Sumanta Mandal	Jul-15	Uniser Kobita Somiksha	978-81-929245-8-8	Byanjanbarna, Kolkata -09	Manab Bandana
21	Bengali	Dr. Sumanta Mandal	Dec-15	Tribal rebellion and literature in 18 th and 19 th century	978-93-84729-20-2	Byanjanbarna, Kolkata -09	‘Sidhu-kanur daka’ upanasar soshan o asahayata mochner sangram
22	Bengali	Dr. Tapan Kr. Patra	Feb-10	Smaranika (Manbhum Mela O Boimela)		Manbhum Mela O Boimela	Kobi Bishnuder Kabidharma
23	Bengali	Dr. Tapan Kr. Patra	Mar-10	Smarak (Bandwan Boimela O Milan Mela)		Bandwan Boimela O Milan Mela	Tusu Gane Artha Samajik Prosanga

24	Bengali	Dr. Tapan Kr. Patra	Mar- 10	Suryenjendusanga m		Suryenjendusangam , Manbazar, Purulia	Jeeban Sangramer Ar Ek Nam Dhani Tudu
25	Bengali	Dr. Tapan Kr. Patra	Oct- 10	Nrityam		Nrityam Kala Kendra, Purulia	Raktakarabi "Pratibader Shilparoop"
26	Bengali	Dr. Tapan Kr. Patra	Jul-02	Kanshabati		Kanshabati, Manbazar, Purulia	Tai Baul Gan Gai
27	Bengali	Dr. Tapan Kr. Patra	Jul-15	Uniser Kobita Somiksha	978-81- 929245- 8-8	Byanjanbarna, Kolkata -09	Ashoke Bone Sita : Nobin Chandra Sen

Annexure : XI (Ref. 19 - f & g)

PUBLICATION : BOOK/EDITED						
Sl No.	Department	Name of The Writer/ Editor	Publication Date	Title of the Book	ISBN	Name of The Publisher
1	Bengali	Asutosh Biswas	Jul-15	Uniser Kobita Somiksha	978-81-929245-8-8	Byanjanbarna, Kolkata -09
2	Bengali	Prof. Asutosh Biswas	May-14	Swadhinottor Bangla Upanayser Bibortan	978-81-929245-4-0	Byanjanbarna, Kolkata -12
3	Bengali	Prof. Asutosh Biswas	Jul-12	Rather Rashi : Samya Bhabar Sanglap	978-93-81684-30-6	Proyga Bikash, Kolkata -09
4	Bengali	Prof. Asutosh Biswas	Sep-15	Bangla Giti Kobita : Unis Satak		Bangla Bibhag, S.K.B. University
5	Bengali	Prof. Asutosh Biswas	Jul-15	Ekaler Nirbachito Bangla Chhoto Golpo : Pathaker Anubhabe	978-93-83016-59-4	Progya Bikash, Kolkata-9
6	Bengali	Prof. Asutosh Biswas	Mar-14	Dakghor : Ananta Jeebon Beeksha	978-93-83016-14-3	Progya Bikash, Kolkata-9
7	Bengali	Dr. Tapan Kr. Patra	Feb-14	KUTUS' (Kobita Sankalan)		Jhumur Prakashani, Manbazar, Purulia
8	Bengali	Dr. Tapan Kr. Patra	Feb-13	Hool		Jhumur Prakashani, Manbazar, Purulia

Annexure : XII (Ref. 25)

SEMINAR ORGANISED BY THE DEPARTMENT							
Sl No	Date	Details Of The Seminar	Type	Founding Agency	Organised By	Collaborator	Resource Person
1	23-24, Sept. 2011	Bangla Kabita:Sater Dasak	National	U.G.C.	Dept. Of Bengali	M.G. College, Lalpur	Dr. Tapati Mukho-padhyay, Dr. Layek Ali Khan, Dr. Nanda Kr. Bera, Prof. Barendu Mandal, Prof Rafiqul Hossain, Dr. Prabir Sarkar, Dr. Sukhen Biswas, Shree Bibhash Roy Choudhury & Eminent Poet Shree Nirmal Halder
2	30 Sept.-1 Oct 2013	Swadhinottor Bangla Upanyaser Bibartan	National	U.G.C.	Dept. Of Bengali	S.K.B.University	Dr. Asimananda Gangopahayay, Dr. Suranjan Middy, Dr. Narugopal Dey, Dr. Snidgha Chattopadhyay, Dr. Sujit Kumar Paul, Dr. Soma Bhadra Roy
3	30 Sept.-1 Oct 2015	Unis-Biser Kabita:Oitijhya O Uttradhikar	National	U.G.C.	Dept. Of Bengali	Chanchal College, Malda	Dr. Narugopal Dey, Dr. Dilip Bandhopadhyay, Dr. Pallab Mukhopadhyay, Dr. Chhanda Ghosal, Dr. Sumanpal Bhikshu, Dr. Snidgha Chattopadhyay, Dr. Achinta Kr. Banerjee, Dr. Banani Chakraborty, Dr. Nabo Gopal Roy

EVALUATIVE REPORT OF HISTORY DEPARTMENT

- 1 Name of the department : **History**
- 2 Year of Establishment : **1996-97**
- 3 Names of Programmes / Courses offered : **U.G.**
(UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
- 4 Names of Interdisciplinary courses and the departments/units involved: **Nil**
- 5 Annual/ semester/choice based credit system (programme wise) : **Annual**
- 6 Participation of the department in the courses offered by other departments : **Nil**
- 7 Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
- 8 Details of courses/programmes discontinued (if any) with reasons : **Nil**

9 Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	2	1

10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. Students guided of the last 4 years
Dr. Pradip Kr. Mandal	M.A., Ph.D.	Asst. Profesor	Revolution in Rusia & Chaina	16 year	Nil
Sandip Sutradhar	M A	P.T.T	Modern India	7 Year	Nil
Lalmohan Pati	M.A.	Gust Lecturer			

11 List of senior visiting faculty : **Nil**

12 Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **20%**

13 Student -Teacher Ratio (programme wise)

Session	1ST YEAR		2nd YEAR		3rd YEAR	
	H	G	H	G	H	G
2010-11	34 : 3	412 : 3	40 : 3	370 : 3	39 : 3	306 : 3
2011-12	36 : 3	417 : 3	32 : 3	340 : 3	37 : 3	307 : 3
2012-13	43 : 3	576 : 3	31 : 3	333 : 3	28 : 3	254 : 3
2013-14	44 : 3	696 : 3	37 : 3	416 : 3	28 : 3	260 : 3
2014-15	35 : 3	695 : 3	36 : 3	539 : 3	31 : 3	313 : 3

14	Number of academic support staff (technical) and administrative staff; sanctioned and filled	: N.A.
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG:	: Ph.D. (One), P.G. (Two).
16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	: One (Minor research Project)
17	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :	: Nil
18	Research Centre /facility recognized by the University:	: Nil
19	Publications:	
	a) Publication per faculty	: 19 (Nineteen Publication of paper + Books)
	b) Number of papers published in peer reviewed journals (national / international) by faculty and students	:
	c) Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO Host, etc.)	:
	d) Monographs	:
	e) Chapter in Books:	
	1 The Tribal Rebellion and Literature in the 18 th and 19 th century (edited), Banjoyan barna, Kolkata, 2015. ISBN – 978-93-84729-2	
	f) Books Edited :	
	1 Reintroducing Ramananda Chattopadhyay, (Edited with co-author) Banjoyan barna, Kolkata, 2015. ISBN – 97893-84729-11-0.	
	2 Bialiser Andolane Durbar Manbhum, (edited with co-author), Purulia, 2006.	
	g) Books with ISBN/ISSN numbers with details of publishers:	
	1 Prachin Greece O Romer Itihas (with co-author), New Kalpana Prakashani, Kolkata, 2015. ISBN – 978-81-925657-7-4.	
	2 Adhunik Chin O Japaner Itihas (with co-author), New Kalpana Prakashani, Kolkata, 2015. ISBN –	
	3 Adhunik Juger Chin O Japaner Itihas (with co-author), New Kalpana Prakashani, Kolkata, 2013. ISBN – 978-81-925657-1-2.	
	4 Manbhum Jelar Bhasa Andolaner Itihas, National Publication, Kolkata, 2013. ISBN – 978-81-922498-6-5.	
	5 Swadhinata Sangame Manbhum Jela, New Kalpana Prakashani, Kolkata, 2012. ISBN- 97881945657-6-7.	
	6 Manbhum Jelar Itihaser Dhara O Anayanya Prabandha, New Kalpana Prakashani, Kolkata, 2012. ISBN – 978-81-925657-5-0.	
	7 Swadhinata O Bhasa Andolane Manbhumer Nari, (with co-author), Purulia, 2005.	

h) Citation Index :

i) SNIP :

j) SJR :

k) Impact factor :

l) h-index :

20 Areas of consultancy and income generated : N.A.

21 Faculty as members in

a) National committees b) International Committees c) Editorial Boards : Nil

22 Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme :

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies:

23 Awards/ Recognitions received by faculty and students :

24 List of eminent academicians and scientists/ visitors to the department :
1. Dr. Pradip Kr. Chatterjee, Prof. of History Dept. of B.U.
2. Prof. Goutam Mukherjee, Asstt. Prof. of History, SKBU, Purulia.
3. Prof. Avijit Sarkar, Principal, Manbazar Govt. Degree College.

25 Seminars/ Conferences/Workshops organized & the source of funding :

a)National : 1. Tribal Rebellion and Literature in 18th & 19th Century, funded by UGC.

b)International

26 Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Application received	Selected	Enrolled		Pass percentage
			Male	Female	
HONS 2010-11	135	45	22	12	50%
HONS 2011-12	150	46	26	10	55.30%
HONS 2012-13	210	71	28	15	55%
HONS 2013-14	200	71	24	20	68%
HONS 2014-15	220	71	24	11	61.76%

27 Diversity of Student

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
HONS 2010-11	100%	Nil	Nil
HONS 2011-12	100%	Nil	Nil

HONS 2012-13	100%	Nil	Nil
HONS 2013-14	100%	Nil	Nil
HONS 2014-15	100%	Nil	Nil

28 How many students have cleared national and state competitive examinations :
such as NET, SLET, GATE, Civil services, Defense services, etc. ?

29 Student progression

Student progression	Against % enrolled
UG to PG	Systematic data not available
PG to M.Phil.	Systematic data not available
PG to Ph.D.	Systematic data not available
Ph.D. to Post -Doctoral	Systematic data not available
Employed	
Campus selection	Systematic data not available
Other than campus recruitment	Systematic data not available
Entrepreneurship/Self-employment	Systematic data not available

30 Details of Infrastructural facilities

- a) Library : In the central Library lending, Photocopying system exist.
- b) Internet facilities for Staff & Students : Yes
- c) Class rooms with ICT facility : Smartboard facility is available in the class room.
- d) Laboratories : N.A.

31 Number of students receiving financial assistance from college, university, government or other agencies : Ten students received Half free ship from college. All the SC/ST/Monority students received stipend from the Govt.

32 Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :

33 Teaching methods adopted to improve student learning

- : Class lecturer method, Audio visual method with the help of smartboard & Overhead projector used.

34 Participation in Institutional Social Responsibility (ISR) and Extension activities:

- 1 Dr. Pradip Kr. Mandal, Takes class of the P.G. Level students of SKBU, attended International Seminar in Dhaka in the year 2014. Thirty students of the department are NSS volunteers.

35 SWOC analysis of the department and Future plans :

- 1 Department decided to organized workshop, Seminar to improve the overall results of the students.

EVALUATIVE REPORT OF POLITICAL SCIENCE DEPARTMENT

- 1 Name of the department : **Political Science**
- 2 Year of Establishment : **1988-89**
- 3 Names of Programmes / Courses offered : **U.G.**
(UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
- 4 Names of Interdisciplinary courses and the departments/units involved: **Nil**
- 5 Annual/ semester/choice based credit system (programme wise) : **Annual**
- 6 Participation of the department in the courses offered by other departments : **Nil**
- 7 Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
- 8 Details of courses/programmes discontinued (if any) with reasons : **Nil**

- 9 Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	2	1

- 10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. Students guided of the last 4 years
Prof. Ananta Kr. Besra	M.A., M.Phil.	Asst. Profesor	Human Right	1 year	Nil
Asim Kumar Goswami	M.A.	P.T.T.	Pub.Admn. & Local Govt.	9 Year	Nil
Bedanta Sinha	M.A., M.Phil.	Gust Lecturer	Pub.Admn. & Local Govt.	3 Year	

- 11 List of senior visiting faculty : **Nil**
- 12 Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **30%**

- 13 Student -Teacher Ratio (programme wise)

Session	1ST YEAR		2nd YEAR		3rd YEAR	
	H	G	H	G	H	G
2010-11		292:2		284:2		241:2
2011-12		318:2		232:2		220:2
2012-13		535:2		244:2		166:2
2013-14		486:2		371:2		188:2
2014-15		489:3		371:3		256:3

- 14 Number of academic support staff (technical) and administrative staff; sanctioned and filled : **N.A.**
- 15 Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG: : **M.Phil(Two), P.G. (One).**

16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	: Nil
17	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :	: Nil
18	Research Centre /facility recognized by the University:	: Nil
19	Publications:	
	a) Publication per faculty	: Nil
	b) Number of papers published in peer reviewed journals (national / international) by faculty and students	: Nil
	c) Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO Host, etc.)	: Nil
	d) Monographs	: Nil
	e) Chapter in Books:	: Nil
	f) Books Edited :	: Nil
	g) Books with ISBN/ISSN numbers with details of publishers:	: Nil
	h) Citation Index :	
	i) SNIP :	
	j) SJR :	
	k) Impact factor :	
	l) h-index :	
20	Areas of consultancy and income generated	: N.A.
21	Faculty as members in	
	a) National committees b) International Committees c) Editorial Boards	: Nil
22	Student projects	
	a) Percentage of students who have done in-house projects including inter departmental/programme :	: Nil
	b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies:	: Nil
23	Awards/ Recognitions received by faculty and students	: Nil
24	List of eminent academicians and scientists/ visitors to the department :	
25	Seminars/ Conferences/Workshops organized & the source of funding	:

a)National : Nil

b)International : Nil

26 Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Application received	Selected	Enrolled		Pass percentage
			Male	Female	
PASS 2010-11	355	307	201	106	
PASS 2011-12	356	338	209	129	
PASS 2012-13	600	547	348	199	
PASS 2013-14	500	495	291	204	
PASS 2014-15	550	509	320	189	

27 Diversity of Student

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
PASS 2010-11	100%	Nil	Nil
PASS 2011-12	100%	Nil	Nil
PASS 2012-13	100%	Nil	Nil
PASS 2013-14	100%	Nil	Nil
PASS 2014-15	100%	Nil	Nil

28 How many students have cleared national and state competitive examinations :
such as NET, SLET,GATE, Civil services, Defense services, etc. ?

29 Student progression

Student progression	Against % enrolled
UG to PG	We have no such systematic database.
PG to M.Phil.	We have no such systematic database.
PG to Ph.D.	We have no such systematic database.
Ph.D. to Post -Doctoral	We have no such systematic database.
Employed	
Campus selection	We have no such systematic database.
Other than campus recruitment	We have no such systematic database.
Entrepreneurship/Self-employment	We have no such systematic database.

30 Details of Infrastructural facilities

a) Library :

: In the central Library lending,
Photocopying system exist.

b) Internet facilities for Staff &Students :

: Yes

c) Class rooms with ICT facility :

: Smartboard facility is available in the
class room.

d) Laboratories :

: N.A.

31 Number of students receiving financial assistance from college, university,
government or other agencies

: Fifty students received Half free ship
from college. All the SC/ST/Monority
students received stipend from the
Govt.

- 32 Details on student enrichment programmes (special lectures / workshops / seminar) with external experts ;
- 33 Teaching methods adopted to improve student learning ; Class lecturer method, regular class examination & workshop method adopted.
- 34 Participation in Institutional Social Responsibility (ISR) and Extension activities: A good no. of students of the department regularly participate in social outreach programmes organized by college NSS units.

35 SWOC analysis of the department and Future plans :

STRENGTH

- Quality faculty members.
- Appreaceable inter personal relationship between the students & teachers.
- Highdemand ratio.

WEAKNESS

- Inadequate number of teaching staff.
- Lack of aduquate class room.

OPPURTUNITY

- Ample motivation for teaching students, mostly from tribal communities and 1st generation lernear.
- CAS requirment enhances efficiency of the teachers.

CHALLENGE

- To provide contineous high standered of teaching.
- Financial constraint due to Govt. policy of collection of 50% of tuition fees from college.

FUTURE PLAN

- To Introduce to Honours Courses.
- Introduce Deparmental Libray.
- Separate departmental Block.

EVALUATIVE REPORT OF ECONOMICS DEPARTMENT

- 1 Name of the department : **Economics**
- 2 Year of Establishment : **1988-89**
- 3 Names of Programmes / Courses offered : **U.G.**
(UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
- 4 Names of Interdisciplinary courses and the departments/units involved: **N.A.**
- 5 Annual/ semester/choice based credit system (programme wise) : **Annual**
- 6 Participation of the department in the courses offered by other departments : **Yes**
- 7 Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
- 8 Details of courses/programmes discontinued (if any) with reasons : **Nil**

9 Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	2	1

10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. Students guided of the last 4 years
Prof. Amitava Bandyopadhyay	M.A.	Associate Professor	Population Economics	26 years	Nil
Prof. Babar Ali Midya	M.A.	Asst. Profesor	Statistics & Econometrics	16 years	Nil
Sadhan Kumbhakar	M.A.	P.T.T.	Agricultural Economics	8 years	Nil

11 List of senior visiting faculty : **Nil**

12 Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **25%**

13 Student -Teacher Ratio (programme wise)

Session	1ST YEAR		2nd YEAR		3rd YEAR	
	H	G	H	G	H	G
2010-11		69:3		51:3		30:3
2011-12		101:3		51:3		34:3
2012-13		101:3		66:3		36:3
2013-14		44:3		61:3		51:3
2014-15		56:3		37:3		36:3

14 Number of academic support staff (technical) and administrative staff; sanctioned and filled : **N.A.**

15 Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG: : **P.G. (Three)**

16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	: One (Minor research Project), UGC, Rs. 1,55,000/-
17	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :	N.A.
18	Research Centre /facility recognized by the University:	: Nil
19	Publications:	
	a) Publication per faculty	: 3 (Three)
	b) Number of papers published in peer reviewed journals (national / international) by faculty and students	: 1 (One)
	c) Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO Host, etc.)	:
	d) Monographs	:
	e) Chapter in Books:	: 2 (Two)
	f) Books Edited :	:
	g) Books with ISBN/ISSN numbers with details of publishers:	
	h) Citation Index :	
	i) SNIP :	
	j) SJR :	
	k) Impact factor :	
	l) h-index :	
20	Areas of consultancy and income generated	: N.A.
21	Faculty as members in	
	a) National committees b) International Committees c) Editorial Boards	:
22	Student projects	
	a) Percentage of students who have done in-house projects including inter departmental/programme :	:
	b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies:	:
23	Awards/ Recognitions received by faculty and students	: N.A.
24	List of eminent academicians and scientists/ visitors to the department :	N.A.
25	Seminars/ Conferences/Workshops organized & the source of funding	:
	a)National : 1 (One), UGC.	
	b)International: Nil	
26	Student profile programme/course wise:	

Name of the Course/programme (refer question no. 4)	Application received	Selected	Enrolled		Pass percentage
			Male	Female	
PASS 2010-11	85	73	57	16	
PASS 2011-12	115	109	77	32	
PASS 2012-13	120	107	73	35	
PASS 2013-14	60	46	35	11	
PASS 2014-15	65	57	40	17	

27 Diversity of Student

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
PASS 2010-11	100%	Nil	Nil
PASS 2011-12	100%	Nil	Nil
PASS 2012-13	100%	Nil	Nil
PASS 2013-14	100%	Nil	Nil
PASS 2014-15	100%	Nil	Nil

28 How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ?

We know that a good number of passout candidates from our college are employed in teaching, defense, Govt. & Private Sector organizations. However we have no concrete database of such progression of the students.

29 Student progression

Student progression	Against % enrolled
UG to PG	We have no such systematic database.
PG to M.Phil.	We have no such systematic database.
PG to Ph.D.	We have no such systematic database.
Ph.D. to Post -Doctoral	We have no such systematic database.
Employed	
Campus selection	We have no such systematic database.
Other than campus recruitment	We have no such systematic database.
Entrepreneurship/Self-employment	We have no such systematic database.

30 Details of Infrastructural facilities

a) Library :

No departmental Library but facilities of lending books, rotography and reading room facilities are available at central Library.

b) Internet facilities for Staff & Students :

Yes

c) Class rooms with ICT facility :

Smartboard facility is available in the class room.

d) Laboratories :

N.A.

EVALUATIVE REPORT OF ECONOMICS DEPARTMENT

- 1 Name of the department : **Economics**
- 2 Year of Establishment : **1988-89**
- 3 Names of Programmes / Courses offered : **U.G.**
(UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
- 4 Names of Interdisciplinary courses and the departments/units involved: **N.A.**
- 5 Annual/ semester/choice based credit system (programme wise) : **Annual**
- 6 Participation of the department in the courses offered by other departments : **Yes**
- 7 Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
- 8 Details of courses/programmes discontinued (if any) with reasons : **Nil**

9 Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	2	1

10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. Students guided of the last 4 years
Prof. Amitava Bandyopadhyay	M.A.	Associate Professor	Population Economics	26 years	Nil
Prof. Babar Ali Midya	M.A.	Asst. Profesor	Statistics & Econometrics	16 years	Nil
Sadhan Kumbhakar	M.A.	P.T.T.	Agricultural Economics	8 years	Nil

11 List of senior visiting faculty : **Nil**

- 12 Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **25%**

13 Student -Teacher Ratio (programme wise)

Session	1ST YEAR		2nd YEAR		3rd YEAR	
	H	G	H	G	H	G
2010-11		69:3		51:3		30:3
2011-12		101:3		51:3		34:3
2012-13		101:3		66:3		36:3
2013-14		44:3		61:3		51:3
2014-15		56:3		37:3		36:3

- 14 Number of academic support staff (technical) and administrative staff; sanctioned and filled : **N.A.**

- 15 Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG: : **P.G. (Three)**

16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	: One (Minor research Project), UGC, Rs. 1,55,000/-
17	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :	N.A.
18	Research Centre /facility recognized by the University:	: Nil
19	Publications:	
	a) Publication per faculty	: 3 (Three)
	b) Number of papers published in peer reviewed journals (national / international) by faculty and students	: 1 (One)
	c) Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO Host, etc.)	:
	d) Monographs	:
	e) Chapter in Books:	: 2 (Two)
	f) Books Edited :	:
	g) Books with ISBN/ISSN numbers with details of publishers:	
	h) Citation Index :	
	i) SNIP :	
	j) SJR :	
	k) Impact factor :	
	l) h-index :	
20	Areas of consultancy and income generated	: N.A.
21	Faculty as members in	
	a) National committees b) International Committees c) Editorial Boards	:
22	Student projects	
	a) Percentage of students who have done in-house projects including inter departmental/programme :	:
	b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies:	:
23	Awards/ Recognitions received by faculty and students	: N.A.
24	List of eminent academicians and scientists/ visitors to the department :	N.A.
25	Seminars/ Conferences/Workshops organized & the source of funding	:
	a)National : 1 (One), UGC.	
	b)International: Nil	
26	Student profile programme/course wise:	

Name of the Course/programme (refer question no. 4)	Application received	Selected	Enrolled		Pass percentage
			Male	Female	
PASS 2010-11	85	73	57	16	
PASS 2011-12	115	109	77	32	
PASS 2012-13	120	107	73	35	
PASS 2013-14	60	46	35	11	
PASS 2014-15	65	57	40	17	

27 Diversity of Student

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
PASS 2010-11	100%	Nil	Nil
PASS 2011-12	100%	Nil	Nil
PASS 2012-13	100%	Nil	Nil
PASS 2013-14	100%	Nil	Nil
PASS 2014-15	100%	Nil	Nil

28 How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ?

We know that a good number of passout candidates from our college are employed in teaching, defense, Govt. & Private Sector organizations. However we have no concrete database of such progression of the students.

29 Student progression

Student progression	Against % enrolled
UG to PG	We have no such systematic database.
PG to M.Phil.	We have no such systematic database.
PG to Ph.D.	We have no such systematic database.
Ph.D. to Post -Doctoral	We have no such systematic database.
Employed	
Campus selection	We have no such systematic database.
Other than campus recruitment	We have no such systematic database.
Entrepreneurship/Self-employment	We have no such systematic database.

30 Details of Infrastructural facilities

a) Library :

No departmental Library but facilities of lending books, rotography and reading room facilities are available at central Library.

b) Internet facilities for Staff & Students :

Yes

c) Class rooms with ICT facility :

Smartboard facility is available in the class room.

d) Laboratories :

N.A.

- 31 Number of students receiving financial assistance from college, university, government or other agencies : Twenty Five students received Half free ship from college. All the SC/ST/Monority students received stipend from the Govt.
- 32 Details on student enrichment programmes (special lectures / workshops / seminar) with external experts ;
- 33 Teaching methods adopted to improve student learning : Class lecturer method, Audio visual method with the help of smartboard & Overhead projector used.
- 34 Participation in Institutional Social Responsibility (ISR) and Extension activities: : Few students of the department regularly participate in social outreach programmes organized by college NSS units, i.e. student taking part in local tribal school (Ekalabya Model School).
- 35 SWOC analysis of the department and Future plans :

STRENGTH

- Quality faculty members.
- Appreaceable inter personal relationship between the students & teachers.
- High demand ratio.

WEAKNESS

- Inadequate number of teaching staff.
- Lack of aduquate class room.

OPPURTUNITY

- Ample motivation for teaching students, mostly from tribal communities and 1st generation learner.
- CAS requirment enhances efficiency of the teachers.

CHALLENGE

- To provide contineous high standered of teaching.
- Financial constraint due to Govt. policy of collection of 50% of tuition fees from college.

FUTURE PLAN

- Introduce Deparmental Libray.
- Separate departmental Block.

EVALUATIVE REPORT OF COMMERCE DEPARTMENT

- 1 Name of the department : **Commerce**
- 2 Year of Establishment : **1996**
- 3 Names of Programmes / Courses offered : a) Accountancy (Honours)
b) B.Com (General)
- 4 Names of Interdisciplinary courses and the departments/units involved: **Nil**
- 5 Annual/ semester/choice based credit system (programme wise) : **Annual**
- 6 Participation of the department in the courses offered by other departments : **Economics**
- 7 Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
- 8 Details of courses/programmes discontinued (if any) with reasons : **B.B.A (Honours)**

B.B.A. (Honours) started as self-financed course under Burdwan University in the year 2008 and after successful tenure of two consecutive batches (four years), the program has been discontinued due to lack of students.

- 9 Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	4	2

- 10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. Students guided of the last 4 years
Tuhin Kar	M.com	Associate Professor	Advanced Accounting	18 year	Nil
Babar Ali Midya	M.A.	Assistant Professor	Statistics & Econometrics	16 years	Nil

- 11 List of senior visiting faculty : **NIL**
- 12 Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **NIL**
- 13 Student -Teacher Ratio (programme wise)

Session	1ST YEAR		2nd YEAR		3rd YEAR	
	H	G	H	G	H	G
2010-11	Nil	Nil	Nil	Nil	Nil	Nil
2011-12	Nil	Nil	Nil	Nil	Nil	Nil
2012-13	Nil	Nil	Nil	Nil	Nil	Nil
2013-14	Nil	Nil	Nil	Nil	Nil	Nil
2014-15	Nil	Nil	Nil	Nil	Nil	Nil

- 14 Number of academic support staff (technical) and administrative staff; sanctioned and filled : **N.A.**
- 15 Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG: : **P.G. (Two).**

16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	: One (UGC sponsored Minor research Project) Rs. 1,55,000/-
17	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :	: Nil
18	Research Centre /facility recognized by the University:	: Nil
19	Publications:	
	a) Publication per faculty	: 7, Annexure-1
	b) Number of papers published in peer reviewed journals (national / international) by faculty and students	: Nil
	c) Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO Host,	: Nil
	d) Monographs	: Nil
	e) Chapter in Books:	: 4, Annexure-1
	f) Books Edited :	: None
	g) Books with ISBN/ISSN numbers with details of publishers:	: 3, Annexure-I
	h) Citation Index :	None
	i) SNIP :	
	j) SJR :	
	k) Impact factor :	
	l) h-index :	
20	Areas of consultancy and income generated	: Nil
21	Faculty as members in	
	a) National committees	: Nil
	b) International Committees	: Nil
	c) Editorial Boards	: 1 (College publication)
22	Student projects	
	a) Percentage of students who have done in-house projects including inter departmental/programme :	: NIL
	b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other	: NIL
23	Awards/ Recognitions received by faculty and students	: NONE
24	List of eminent academicians and scientists/ visitors to the department :	: Dr. Arup Kumar Chattopadhyay, Dean, Department of Commerce, University of Burdwan.

25 Seminars/ Conferences/Workshops organized & the source of :
funding

a)National :

Duration	Details of the seminar	Funding Agency	Organized by
September 29, 30, 2012	UGC sponsored National Seminar on Inclusive Growth: Problem & Prospects	U.G.C.	Department of Commerce & Economics, Manbhum Mahavidyalaya, Manbazar, Purulia, West Bengal

b)International

26 Student profile programme/course wise:

Name of the Course/programme (refer question no. 3)	Application received	Selected	Enrolled		Pass percentage
			Male	Female	
Accty. (Hons.) 2010-11					
B.Com (Gen.) 2010-11					
Accty. (Hons.) 2011-12					
B.Com (Gen.) 2011-12					
Accty. (Hons.) 2012-13		1	1		
B.Com (Gen.) 2012-13					
Accty. (Hons.) 2013-14					
B.Com (Gen.) 2013-14					
Accty. (Hons.) 2014-15					
B.Com (Gen.) 2014-15					

Note: Almost all applicant did not turn up for admission.

27 Diversity of Student

Name of the Course	from the same state	% of students from other States	% of students from abroad
Accty. (Hons.) 2010-11	Nil	Nil	Nil
B.Com (Gen.) 2010-11	Nil	Nil	Nil
Accty. (Hons.) 2011-12	Nil	Nil	Nil
B.Com (Gen.) 2011-12	Nil	Nil	Nil
Accty. (Hons.) 2012-13	100%	Nil	Nil
B.Com (Gen.) 2012-13	Nil	Nil	Nil
Accty. (Hons.) 2013-14	Nil	Nil	Nil
B.Com (Gen.) 2013-14	Nil	Nil	Nil
Accty. (Hons.) 2014-15	Nil	Nil	Nil
B.Com (Gen.) 2014-15	Nil	Nil	Nil

28 How many students have cleared national and state competitive examinations such as NET, SLET,GATE, Civil services, Defense : **Systemetic Data not available**
services, etc. ?

29 Student progression

Student progression	Against % enrolled
UG to PG	Systematic data not available
PG to M.Phil.	Systematic data not available

PG to Ph.D.	Systematic data not available
Ph.D. to Post -Doctoral	Systematic data not available
Employed	
Campus selection	Systematic data not available
Other than campus recruitment	Systematic data not available
Entrepreneurship/Self-employment	Systematic data not available

30 Details of Infrastructural facilities

- a) Library : Central Library provides books & journals and reprographic facility also exists.
- b) Internet facilities for Staff & Students : Available at UGC-NRC
- c) Class rooms with ICT facility : Smartboard facility is available in the two class rooms used by all the departments.
- d) Laboratories : N.A.

31 Number of students receiving financial assistance from college, university, government or other agencies : NIL

32 Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :

33 Teaching methods adopted to improve student learning : Class lecturer method, Audio visual method with the help of smartboard & Overhead projector used.

34 Participation in Institutional Social Responsibility (ISR) and Extension activities: : Though the department unfortunately does not have sufficient number of students, but it is the practice of the College to motivate the students to participate in NSS programs by which Institutional Social Responsibility can be

35 SWOC analysis of the department and Future plans :

STRENGTH

- Faculty members are eagerly craving to provide best possible teaching to the students.

WEAKNESS

- Lack of students de-motivating the faculty members, leading to continuous reduction in the

numbers teaching members.

- Situation induces the management to utilize the general acumen of Commerce Teachers to discharge different administrative and managerial tasks. Eventually teaching quality is being misused.
- School service is very lucrative, perhaps only avenue of employment available to the educated students of economically backward families in rural Bengal and Commerce as a subject has no place in the school syllabus. So the situation is not likely to be changed very soon.
- Even the Commerce sections of the feeding schools of this locality do not have students.

OPPORTUNITY

- The current situation of Commerce teaching in rural Bengal is well known to the Govt. Administration, so Government initiative in this direction could only open an opportunity and motivate us to get fully involved in teaching and learning.

CHALLENGE

- Keep ourselves upto date with the development in the field of Commerce teaching and motivated.
- To change the overall negative attitude towards Commerce as a stream of education in rural Bengal.

PUBLICATIONS:

By Prof. Pradipta Banerjee, Assistant Professor

Left the College to join SKB University on

- 1 Analysis of Financial Viability of Energy-efficient CDM Projects in India: A Case Study, *Business Spectrum*, Vol. 1, No. 2, July-Dec. 2011 (ISSN 22494804).
- 2 Certified Emission Reductions under Clean Development Mechanism to UNFCCC: With Special Reference to India, *Business Applications and Management Issues*, 2011 (ISBN 978-81-923034-6-8).
- 3 Clean Development Mechanism Projects under Kyoto Protocol and Indian Scenario: An Appraisal, *Journal of Management Research in Emerging Economics*, Vol. 2, No. 2, July-Dec.2012 (ISSN 2229-4252).

By Prof. Tuhin Kar, Associate Professor.

- 1 Balanced Scorecard: A tool for measuring corporate performance, BODHI, Published by Manbhum Mahavidyalaya, (ISBN 818900816-1),2013-14

By Prof. Babar Ali Midya, Assistant Professor.

- 1 Industrial Relation - A Case study in ASP, Durgapur, Indian Journal of Industrial Relation, (ISSN 0019-5286)
- 2 Financial Inclusion - Basic Concept in Indian Context., BODHI, Published By Manbhum Mahavidyalaya, (ISBN 818900816-1),2013-14
- 3 Factors Influencing Financial Inclusion - A Case study in Purulia Town, BODHI, Published By Manbhum Mahavidyalaya, (ISBN 818900817-X),2014-15.

EVALUATIVE REPORT OF ENGLISH DEPARTMENT

- 1 Name of the department : **English**
- 2 Year of Establishment : **1988-89**
- 3 Names of Programmes / Courses offered : **U.G.**
(UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
- 4 Names of Interdisciplinary courses and the departments/units involved: **Nil**
- 5 Annual/ semester/choice based credit system (programme wise) : **Annual**
- 6 Participation of the department in the courses offered by other departments : **Nil**
- 7 Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
- 8 Details of courses/programmes discontinued (if any) with reasons : **Nil**

- 9 Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	2	1

- 10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. Students guided of the last 4 years
Parthasarathi Mandal	M.A.	Asst. Profesor	Shakespeare & Literary Theory	1 year	Nil
Paban Tibriwal	M.A.	P.T.T.	Poetry	8 Year	Nil
Amitava Sen	M.A.	Gust Lecturer			
Taraprashanna Mukherjee	M.A.	Gust Lecturer			

- 11 List of senior visiting faculty : **Nil**

- 12 Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :

- 13 Student -Teacher Ratio (programme wise)

Session	1ST YEAR		2nd YEAR		3rd YEAR	
	H	G	H	G	H	G
2010-11	29:3	34:3	28:3	37:3	26:3	31:3
2011-12	26:3	19:3	21:3	24:3	25:3	30:3
2012-13	27:3	21:3	24:3	17:3	17:3	18:3
2013-14	29:3	15:3	18:3	11:3	17:3	12:3
2014-15	24:4	4:4	25:4	13:4	11:4	9:4

14	Number of academic support staff (technical) and administrative staff; sanctioned and filled	: N.A.
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG:	: P.G. (Four).
16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	: Nil
17	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :	: Nil
18	Research Centre /facility recognized by the University:	: Nil
19	Publications:	
	a) Publication per faculty	: 10 (Ten Publication of paper)
	b) Number of papers published in peer reviewed journals (national / international) by faculty and students	: 10 (Ten)
	c) Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO Host, etc.)	: Nil
	d) Monographs	: Nil
	e) Chapter in Books:	: Ni
	f) Books Edited :	: Nil
	g) Books with ISBN/ISSN numbers with details of publishers:	: Nil
	h) Citation Index :	
	i) SNIP :	
	j) SJR :	
	k) Impact factor :	
	l) h-index :	
20	Areas of consultancy and income generated	: N.A.
21	Faculty as members in	
	a) National committees b) International Committees c) Editorial Boards	: Nil
22	Student projects	
	a) Percentage of students who have done in-house projects including inter departmental/programme :	: Nil
		:

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies: : Nil

23 Awards/ Recognitions received by faculty and students : Nil

24 List of eminent academicians and scientists/ visitors to the department : Nil

25 Seminars/ Conferences/Workshops organized & the source of funding :

a)National : No

b)International: No

26 Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Application received	Selected	Enrolled		Pass percentage
			Male	Female	
HONS 2010-11	248	34	28	6	60%
HONS 2011-12	242	37	26	11	46.00%
HONS 2012-13	240	33	25	8	23%
HONS 2013-14	238	38	33	5	63%
HONS 2014-15	220	33	29	4	21.00%

27 Diversity of Student

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
HONS 2010-11	100%	Nil	Nil
HONS 2011-12	100%	Nil	Nil
HONS 2012-13	100%	Nil	Nil
HONS 2013-14	100%	Nil	Nil
HONS 2014-15	100%	Nil	Nil

28 How many students have cleared national and state competitive examinations : such as NET, SLET,GATE, Civil services, Defense services, etc. ?

29 Student progression

Student progression	Against % enrolled
UG to PG	Systematic data not available
PG to M.Phil.	Systematic data not available
PG to Ph.D.	Systematic data not available
Ph.D. to Post -Doctoral	Systematic data not available
Employed	
Campus selection	Systematic data not available
Other than campus recruitment	Systematic data not available
Entrepreneurship/Self-employment	Systematic data not available

30 Details of Infrastructural facilities

a) Library :

: In the central Libraty lending,
Photocopying system exist.

b) Internet facilities for Staff &Students :

: Yes

c) Class rooms with ICT facility :	: Smartboard facility is available in the class room.
d) Laboratories :	: N.A.
31 Number of students receiving financial assistance from college, university, government or other agencies	: Fifteen students received Half free ship from college. All the SC/ST/Monority students received stipend from the Govt.
32 Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :	:
33 Teaching methods adopted to improve student learning	: Class lecturer method, Audio visual method with the help of smartboard & Overhead projector used.
34 Participation in Institutional Social Responsibility (ISR) and Extension activities:	: Class lecturer method, Audio visual method with the help of smartboard & Overhead projector used.
35 SWOC analysis of the department and Future plans :	:

STRENGTH

- Quality faculty members.
- Appreaceable inter personal relationship between the students & teachers.
- Highdemand ratio.

WEAKNESS

- Inadequate number of teaching staff.
- Lack of aduquate class room.

OPPURTUNITY

- Ample motivation for teaching students, mostly from tribal communities and 1st generation learner.
- CAS requirment enhances efficiency of the teachers.

CHALLENGE

- To provide contineous high standered of teaching.
- Financial constraint due to Govt. policy of collection of 50% of tuition fees from college.

FUTURE PLAN

- Introduction of Language Lab.
- Introduce Deparmental Libray.
- Separate departmental Block.

EVALUATIVE REPORT OF GEOGRAPHY DEPARTMENT

- 1 Name of the department : **Geography**
- 2 Year of Establishment : **1996-97**
- 3 Names of Programmes / Courses offered : **U.G.**
(UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
- 4 Names of Interdisciplinary courses and the departments/units involved: **Nil**
- 5 Annual/ semester/choice based credit system (programme wise) : **Annual**
- 6 Participation of the department in the courses offered by other departments : **Nil**
- 7 Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
- 8 Details of courses/programmes discontinued (if any) with reasons : **Nil**
- 9 Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	2	1

- 10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. Students guided of the last 4 years
Dr. Somnath Rudra	M.A., B.Ed, M.Phil, Ph.D.	Asst. Profesor	Remote Sensing & Image Interpretation	7 year	Nil
Dipak Kr. Mahato	M.A.	P.T.T.	Urban and Regional Planning	14 year	Nil
Krishnandu Bikash Mahato	M.A.,B.Ed.,	P.T.T.	Geology and Advanced Geomorphology	8 year	Nil

- 11 List of senior visiting faculty : **Nil**
- 12 Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **50%**

- 13 Student -Teacher Ratio (programme wise)

Session	1ST YEAR		2nd YEAR		3rd YEAR	
	H	G	H	G	H	G
2010-11	20:4	31:4	24:4	28:4	18:4	25:4
2011-12	23:4	29:4	16:4	22:4	22:4	23:4
2012-13	20:4	24:4	20:4	26:4	13:4	17:4
2013-14	22:3	21:3	16:3	15:3	18:3	22:3
2014-15	27:3	23:3	20:3	18:3	15:3	13:3

- 14 Number of academic support staff (technical) and administrative staff; sanctioned and filled : **N.A.**
- 15 Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG: : **Ph.D. (One), P.G. (Two).**

16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	: Nil
17	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :	: Nil
18	Research Centre /facility recognized by the University:	: Nil
19	Publications:	
	a) Publication per faculty	: 7 (Seven)
	b) Number of papers published in peer reviewed journals (national / international) by faculty and students	: Nil
	c) Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO Host, etc.)	: Nil
	d) Monographs	:
	e) Chapter in Books:	: 1 (one)
	f) Books Edited :	
	g) Books with ISBN/ISSN numbers with details of publishers:	:
	h) Citation Index :	
	i) SNIP :	
	j) SJR :	
	k) Impact factor :	
	l) h-index :	
20	Areas of consultancy and income generated	: N.A.
21	Faculty as members in	
	a) National committees b) International Committees c) Editorial Boards	: Nil
22	Student projects	
	a) Percentage of students who have done in-house projects including inter departmental/programme :	:
	b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies:	:
23	Awards/ Recognitions received by faculty and students	:
24	List of eminent academicians and scientists/ visitors to the department :	Nil

25 Seminars/ Conferences/Workshops organized & the source of funding :

a) National : **1. Water resource management: An emerging crises, funded by UGC.**

b) International: Nil

26 Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Application received	Selected	Enrolled		Pass percentage
			Male	Female	
HONS 2010-11	120	27	17	3	33%
HONS 2011-12	150	26	21	2	77.00%
HONS 2012-13	145	22	15	5	35%
HONS 2013-14	140	23	19	3	75%
HONS 2014-15	160	28	20	7	56.00%

27 Diversity of Student

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
HONS 2010-11	100%	Nil	Nil
HONS 2011-12	100%	Nil	Nil
HONS 2012-13	100%	Nil	Nil
HONS 2013-14	100%	Nil	Nil
HONS 2014-15	100%	Nil	Nil

How many students have cleared national and state competitive

28 examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ?

29 Student progression

Student progression	Against % enrolled
UG to PG	We have no systematic data.
PG to M.Phil.	We have no systematic data.
PG to Ph.D.	We have no systematic data.
Ph.D. to Post -Doctoral	We have no systematic data.
Employed	
Campus selection	We have no systematic data.
Other than campus recruitment	We have no systematic data.
Entrepreneurship/Self-employment	We have no systematic data.

30 Details of Infrastructural facilities

a) Library :

In the central Library lending, : Rotography & reading room facilities available.

b) Internet facilities for Staff & Students :

: Yes

c) Class rooms with ICT facility :

: Smartboard facility is available in the class room.

d) Laboratories :

: Yes

- 31 Number of students receiving financial assistance from college, university, government or other agencies : Five students received Half free ship from college. All the SC/ST/Monority students received stipend from the Govt.
- 32 Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :
- 33 Teaching methods adopted to improve student learning : Class lecturer method, Audio visual method with the help of smartboard & Overhead projector used.
- 34 Participation in Institutional Social Responsibility (ISR) and Extension activities:
Dr. Pradip Kr. Mandal, Takes class of the P.G. Level students of SKBU, attended International Seminar in Dhaka in the year 2014. Thirty students of the department are NSS volunteers.
- 35 SWOC analysis of the department and Future plans :

STRENGTH

- Quality faculty members.
- Appreaceable inter personal relationship between the students & teachers.
- Highdemand ratio.

WEAKNESS

- Inadequate number of teaching & Technical staff.
- Lack of adequate class room.

OPPURTUNITY

- Ample motivation for teaching students, mostly from tribal communities and 1st generation learner.
- CAS requirement enhances efficiency of the teachers.

CHALLENGE

- To provide contineous high standered of teaching.
- Financial constraint due to Govt. policy of collection of 50% of tuition fees from college.

FUTURE PLAN

- Introduce Deparmental Libray.

- Separate departmental Block.

Annexure - 1

Publication details of Dr. Somnath Rudra

SL	TITLE OF PAPER	JOURNAL NAME/BOOK	PUBLISHED BY	ISSN/ISBN	YEAR	PAGE
1	Fluoride Contamination of Ground Water: a Geographical Analysis of Purulia-I block of Purulia District, West Bengal, India.	<i>Geo-Analyst</i>	Geographical Society of North Bengal	2249-2909	2012	55-60
2	Fluoride Contamination in Drinking Water in the Rural Habitation: A Major Challenge	<i>Practising Geographer</i>	Foundation of Practising Geographers, Kolkata	0975-3850	2013	264-272
3	Nature and Extent of Impact of Fluoride on Human Health: A Geographical Analysis	<i>Journal of Interacademia</i>	Dr. A Sarkar	0971-9016	2014	390-398
4	Problems of Fluoride Contamination in Drinking Water: A Case Study in Patamputra Village of Purulia District	<i>Practising Geographer</i>	Foundation of Practising Geographers, Kolkata	0975-3850	2014	71-81
5	Problems Associated with the Socioeconomic Conditions of Population in a Fluoride Affected Village: A Search for Alternative Measures for their Alleviation.	EASTERN GEOGRAPHER	Eastern Geographical Society, Bhubaneswar, Odisha	0973-7642	2014	361-370
6	Supply of Alternate Safe Drinking Water: A Major Remedy to Combat Fluorosis.	<i>Panchokot Essays</i>	Panchokot Mahavidyalaya	0976-4968	2014	112-119
7	Assessment of Healthcare Status of Thanjavur District, Tamil Nadu: A Medical Geographical Approach	<i>IJIRSET</i>	International Journal of Innovative Research in	0976-4968	2015	9768-9774

PAPER IN EDITED BOOKS

1	<i>Water Scarcity Mitigation: Problems and Prospect in Purulia District</i>	BODHI	Manbhumi Mahavidyalaya	8189-00816-1-13-14	2013	
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EVALUATIVE REPORT OF PHYSICS DEPARTMENT

- 1 Name of the department : **Physics**
- 2 Year of Establishment : **2000-01**
- 3 Names of Programmes / Courses offered : **U.G.**
(UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
- 4 Names of Interdisciplinary courses and the departments/units involved: **Nil**
- 5 Annual/ semester/choice based credit system (programme wise) : **Annual**
- 6 Participation of the department in the courses offered by other departments : **Nil**
- 7 Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
- 8 Details of courses/programmes discontinued (if any) with reasons : **Nil**

9 Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	1	Nil

10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. Students guided of the last 4 years
Rahul Makherjee	M.Sc.	Guest Lecturer	Material Science		Nil

11 List of senior visiting faculty : **Nil**

12 Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **100%**

13 Student -Teacher Ratio (programme wise)

Session	1ST YEAR		2nd YEAR		3rd YEAR	
	H	G	H	G	H	G
2010-11		19:1		14:1		13:1
2011-12		17:1		15:1		11:1
2012-13		17:1		12:1		11:1
2013-14		12:1		16:1		8:1
2014-15		17:1		5:1		8:1

14 Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Nil**

15 Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG: : **P.G. (One)**

16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	: Nil
17	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :	Nil
18	Research Centre /facility recognized by the University:	: Nil
19	Publications:	
	a) Publication per faculty	: Nil
	b) Number of papers published in peer reviewed journals (national / international) by faculty and students	: Nil
	c) Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO Host, etc.)	: Nil
	d) Monographs	: Nil
	e) Chapter in Books:	
	f) Books Edited :	
	g) Books with ISBN/ISSN numbers with details of publishers:	: Nil
	h) Citation Index :	: Nil
	i) SNIP :	: Nil
	j) SJR :	: Nil
	k) Impact factor :	: Nil
	l) h-index :	: Nil
20	Areas of consultancy and income generated	: N.A.
21	Faculty as members in	
	a) National committees b) International Committees c) Editorial Boards	: Nil
22	Student projects	
	a) Percentage of students who have done in-house projects including inter departmental/programme :	:
	b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies:	:
23	Awards/ Recognitions received by faculty and students	:

24 List of eminent academicians and scientists/ visitors to the department :

25 Seminars/ Conferences/Workshops organized & the source of funding :

- a) National
- b) International

26 Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Application received	Selected	Enrolled		Pass percentage
			Male	Female	
HONS 2010-11	27	19	15	4	
HONS 2011-12	20	17	13	4	
HONS 2012-13	19	17	17	0	
HONS 2013-14	18	12	12	0	
HONS 2014-15	21	17	16	1	

27 Diversity of Student

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
HONS 2010-11	100%	Nil	Nil
HONS 2011-12	100%	Nil	Nil
HONS 2012-13	100%	Nil	Nil
HONS 2013-14	100%	Nil	Nil
HONS 2014-15	100%	Nil	Nil

28 How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ?

29 Student progression

Student progression	Against % enrolled
UG to PG	We have no such systematic database.
PG to M.Phil.	We have no such systematic database.
PG to Ph.D.	We have no such systematic database.
Ph.D. to Post -Doctoral	We have no such systematic database.
Employed	
Campus selection	We have no such systematic database.
Other than campus recruitment	We have no such systematic database.
Entrepreneurship/Self-employment	We have no such systematic database.

30 Details of Infrastructural facilities

- a) Library : In the central Library lending of Books, Reprography & Reading Room facilities available.
- b) Internet facilities for Staff & Students : Yes
- c) Class rooms with ICT facility : Smartboard facility is available in the class room.

d) Laboratories :	: Physics Laboratory is well equipped for the experiments as per the syllabus for B.Sc. General Course.
31 Number of students receiving financial assistance from college, university, government or other agencies	: 50% of the students received Half free ship from college. All the SC/ST/Monitory students received stipend from the Govt.
32 Details on student enrichment programmes (special lectures / workshops / seminar) with external experts	: Nil
33 Teaching methods adopted to improve student learning	: Class lecturer method, Audio visual method with the help of smartboard & Overhead projector used and also Laboratory experiment, recently a computer has been installed in the Department.
34 Participation in Institutional Social Responsibility (ISR) and Extension activities:	: Nil
35 SWOC analysis of the department and Future plans :	

STRENGTH

- Appreaceable inter personal relationship between the students & teachers.

WEAKNESS

- Inadequate number of teaching & Technical Staff.
- Very recently the only permanent teacher has resigned.

OPPURTUNITY

- There is a scope for introduction of Hons. courses in the Department.
- CAS requirment enhances efficiency of the teachers.

CHALLENGE

- To provide contineous high standered of teaching.
- Financial constraint due to Govt. policy of collection of 50% of tuition fees from college.

FUTURE PLAN

- Introduce Deparmental Libray.
- Separate departmental Block.

EVALUATIVE REPORT OF MATHEMATICS DEPARTMENT

- 1 Name of the department : **Mathematics**
- 2 Year of Establishment : **2000-01**
- 3 Names of Programmes / Courses offered : **U.G.**
(UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
- 4 Names of Interdisciplinary courses and the departments/units involved: **Nil**
- 5 Annual/ semester/choice based credit system (programme wise) : **Annual**
- 6 Participation of the department in the courses offered by other departments : **Nil**
- 7 Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
- 8 Details of courses/programmes discontinued (if any) with reasons : **Nil**

9 Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	1	1

10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. Students guided of the last 4 years
Prof. Hafizul Molla	M.Sc.	Asstt. Professor	Oceanography, Meteorology and Bio-Math	1 year	Nil
Goutam Senapati	M.Sc.	Gust Lecturer	Applied Math. & Statistics	8 years	Nil
Anupam Mahato	M.Sc.	Gust Lecturer	Lie-group of Transformation, Oceanography	1 year	Nil

11 List of senior visiting faculty : **Nil**

- 12 Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **40%**

13 Student -Teacher Ratio (programme wise)

Session	1ST YEAR		2nd YEAR		3rd YEAR	
	H	G	H	G	H	G
2010-11		20:1		14:1		13:1
2011-12		17:1		16:1		11:1
2012-13		20:1		12:1		12:1
2013-14		15:1		16:1		8:1

	2014-15		21:2		7:2		8:2
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled						: Nil
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG:						: P.G. (Three)
16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received						: Nil
17	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :						: Nil
18	Research Centre /facility recognized by the University:						: Nil
19	Publications:						
	a) Publication per faculty						: Nil
	b) Number of papers published in peer reviewed journals (national / international) by faculty and students						: Nil
	c) Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO Host, etc.)						: Nil
	d) Monographs						: Nil
	e) Chapter in Books:						
	f) Books Edited :						
	g) Books with ISBN/ISSN numbers with details of publishers:						: Nil
	h) Citation Index :						: Nil
	i) SNIP :						: Nil
	j) SJR :						: Nil
	k) Impact factor :						: Nil
	l) h-index :						: Nil
20	Areas of consultancy and income generated						: N.A.
21	Faculty as members in						
	a) National committees b) International Committees c) Editorial Boards						: Nil
22	Student projects						
	a) Percentage of students who have done in-house projects including inter departmental/programme :						:

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies:

23 Awards/ Recognitions received by faculty and students

24 List of eminent academicians and scientists/ visitors to the department :

25 Seminars/ Conferences/Workshops organized & the source of funding :

a)National

b)International

26 Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Application received	Selected	Enrolled		Pass percentage
			Male	Female	
HONS 2010-11	25	20	16	4	
HONS 2011-12	20	17	13	4	
HONS 2012-13	25	20	20	0	
HONS 2013-14	20	15	13	2	
HONS 2014-15	30	21	20	1	

27 Diversity of Student

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
HONS 2010-11	100%	Nil	Nil
HONS 2011-12	100%	Nil	Nil
HONS 2012-13	100%	Nil	Nil
HONS 2013-14	100%	Nil	Nil
HONS 2014-15	100%	Nil	Nil

28 How many students have cleared national and state competitive examinations such as NET, SLET,GATE, Civil services, Defense services, etc. ?

29 Student progression

Student progression	Against % enrolled
UG to PG	We have no such systematic database.
PG to M.Phil.	We have no such systematic database.
PG to Ph.D.	We have no such systematic database.
Ph.D. to Post -Doctoral	We have no such systematic database.
Employed	
Campus selection	We have no such systematic database.
Other than campus recruitment	We have no such systematic database.
Entrepreneurship/Self-employment	We have no such systematic database.

30 Details of Infrastructural facilities

a) Library :	In the central Library lending of Books, Reprography & Reading Room facilities available.
b) Internet facilities for Staff & Students :	Yes
c) Class rooms with ICT facility :	Smartboard facility is available in the class room.
d) Laboratories :	IQAC has already planned to arrange for a Laboratory of Mathematics Department.
31 Number of students receiving financial assistance from college, university, government or other agencies	Two students received Half free ship from college. All the SC/ST/Monority students received stipend from the Govt.
32 Details on student enrichment programmes (special lectures / workshops / seminar) with external experts	Nil
33 Teaching methods adopted to improve student learning	Class lecturer method, Audio visual method with the help of smartboard & Overhead projector used.
34 Participation in Institutional Social Responsibility (ISR) and Extension activities:	Nil
35 SWOC analysis of the department and Future plans :	

STRENGTH

- Quality faculty members.
- Appreaceable inter personal relationship between the students & teachers.

WEAKNESS

- Inadequate number of teaching staff & Technical Staff.
- Lack of Laboratory.

OPPURTUNITY

- Ample motivation for teaching students with sufficient ICT materials.
- CAS requirment enhances efficiency of the teachers.

CHALLENGE

- To provide contineous high standered of teaching.
- Financial constraint due to Govt. policy of collection of 50% of tuition fees from college.

FUTURE PLAN

- Introduce Deparmental Libray.
- Separate departmental Block.

		Printer are available for the students.
31	Number of students receiving financial assistance from college, university, government or other agencies	: Two students received Half free ship from college. All the SC/ST/Monority students received stipend from the Govt.
32	Details on student enrichment programmes (special lectures / workshops / seminar) with external experts	: Nil
33	Teaching methods adopted to improve student learning	: Class lecturer method, Audio visual method with the help of smartboard & Overhead projector used.
34	Participation in Institutional Social Responsibility (ISR) and Extension activities:	: Nil
35	SWOC analysis of the department and Future plans :	

STRENGTH

- Quality faculty members.
- Appreaceable inter personal relationship between the students & teachers.

WEAKNESS

- Inadequate number of teaching staff & Technical Staff.
- Lack of aduquate class room.

OPPURTUNITY

- Ample motivation for teaching students with sufficient ICT materials.
- CAS requirment enhances efficiency of the teachers.

CHALLENGE

- To provide contineous high standered of teaching.
- Financial constraint due to Govt. policy of collection of 50% of tuition fees from college.

FUTURE PLAN

- Introduce Deparmental Libray.
- Separate departmental Block.

EVALUATIVE REPORT OF COMPUTER SCIENCE DEPARTMENT

- 1 Name of the department : **Computer Science**
- 2 Year of Establishment : **2000-01**
- 3 Names of Programmes / Courses offered : **U.G.**
(UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
- 4 Names of Interdisciplinary courses and the departments/units involved: **Nil**
- 5 Annual/ semester/choice based credit system (programme wise) : **Annual**
- 6 Participation of the department in the courses offered by other departments : **Nil**
- 7 Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
- 8 Details of courses/programmes discontinued (if any) with reasons : **Nil**
- 9 Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	1	Nil

- 10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. Students guided of the last 4 years
Asima Mandal	M.Sc., M.Phil.	P.T.T.		10 years	Nil
Goutam Kr. Mandal	M.C.A.	Gust Lecturer		10 years	Nil

- 11 List of senior visiting faculty : **Nil**
- 12 Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **50%**

- 13 Student -Teacher Ratio (programme wise)

Session	1ST YEAR		2nd YEAR		3rd YEAR	
	H	G	H	G	H	G
2010-11	11:2	3:2	13:2	-	13:2	-
2011-12	14:2	3:2	14:2	2:2	11:2	-
2012-13	17:2	3:2	10:2	2:2	11:2	1:2
2013-14	14:2	1:2	14:2	2:2	8:2	-
2014-15	16:2	5:2	7:2	-	8:2	-

- 14 Number of academic support staff (technical) and administrative staff; sanctioned and filled : **There is no sanctioned post of technical staff but college authority have appointed one technical staff to handal the Practical classes.**
- 15 Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG: : **M.Phi.(One), P.G. (One).**

16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	: Nil
17	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :	Nil
18	Research Centre /facility recognized by the University:	: Nil
19	Publications:	
	a) Publication per faculty	: Nil
	b) Number of papers published in peer reviewed journals (national / international) by faculty and students	: Nil
	c) Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO Host, etc.)	: Nil
	d) Monographs	: Nil
	e) Chapter in Books:	
	f) Books Edited :	
	g) Books with ISBN/ISSN numbers with details of publishers:	: Nil
	h) Citation Index :	: Nil
	i) SNIP :	: Nil
	j) SJR :	: Nil
	k) Impact factor :	: Nil
	l) h-index :	: Nil
20	Areas of consultancy and income generated	: N.A.
21	Faculty as members in	
	a) National committees b) International Committees c) Editorial Boards	: Nil
22	Student projects	
	a) Percentage of students who have done in-house projects including inter departmental/programme :	:
	b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies:	:
23	Awards/ Recognitions received by faculty and students	:
24	List of eminent academicians and scientists/ visitors to the department :	

25 Seminars/ Conferences/Workshops organized & the source of funding :

- a) National
- b) International

26 Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Application received	Selected	Enrolled		Pass percentage
			Male	Female	
HONS 2010-11	20	17	13	4	100%
HONS 2011-12	25	14	10	4	69.00%
HONS 2012-13	30	17	17	0	50%
HONS 2013-14	25	14	12	2	57%
HONS 2014-15	30	16	15	1	33.00%

27 Diversity of Student

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
HONS 2010-11	100%	Nil	Nil
HONS 2011-12	100%	Nil	Nil
HONS 2012-13	100%	Nil	Nil
HONS 2013-14	100%	Nil	Nil
HONS 2014-15	100%	Nil	Nil

28 How many students have cleared national and state competitive examinations :
such as NET, SLET, GATE, Civil services, Defense services, etc. ?

29 Student progression

Student progression	Against % enrolled
UG to PG	We have no such systematic database.
PG to M.Phil.	We have no such systematic database.
PG to Ph.D.	We have no such systematic database.
Ph.D. to Post -Doctoral	We have no such systematic database.
Employed	
Campus selection	We have no such systematic database.
Other than campus recruitment	We have no such systematic database.
Entrepreneurship/Self-employment	We have no such systematic database.

30 Details of Infrastructural facilities

a) Library :

In the central Library lending of
: Books, Reprography & Reading
Room facilities available.

b) Internet facilities for Staff & Students :

: Yes

c) Class rooms with ICT facility :

: Smartboard facility is available in the
class room.

d) Laboratories :

:
Sufficient number of Computer,

EVALUATIVE REPORT OF SANTALI DEPARTMENT

- 1 Name of the department : **Santali**
- 2 Year of Establishment : **2005-2006**
- 3 Names of Programmes / Courses offered : **U.G.**
(UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
- 4 Names of Interdisciplinary courses and the departments/units involved: **Nil**
- 5 Annual/ semester/choice based credit system (programme wise) : **Annual**
- 6 Participation of the department in the courses offered by other departments : **Nil**
- 7 Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
- 8 Details of courses/programmes discontinued (if any) with reasons : **Nil**

9 Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	2	1

10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. Students guided of the last 4 years
Prof. Shambhu Nath Soren	M.A.	Asst. Profesor	Santali	5 year	Nil
Rajendra Prasad Soren	M.A.	P.T.T.	Santali	10 Year	Nil

11 List of senior visiting faculty : **Nil**

12 Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **40%**

13 Student -Teacher Ratio (programme wise)

Session	1ST YEAR		2nd YEAR		3rd YEAR	
	H	G	H	G	H	G
2010-11	38:4	126:4	31:4	89:4	25:4	75:4
2011-12	31:3	134:3	34:3	106:3	17:3	72:3
2012-13	28:2	124:2	25:2	91:2	26:2	90:2
2013-14	25:2	130:2	26:2	99:2	22:2	72:2
2014-15	21:2	163:2	20:2	107:2	26:2	82:2

14 Number of academic support staff (technical) and administrative staff; sanctioned and filled : **N.A.**

15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG:	: P.G. (Two).
16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	: Nil
17	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :	: Nil
18	Research Centre /facility recognized by the University:	: Nil
19	Publications:	
	a) Publication per faculty	: 10 (See Annexure-1 for details)
	b) Number of papers published in peer reviewed journals (national / international) by faculty and students	: 6 (Six)
	c) Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO Host, etc.)	:
	d) Monographs	:
	e) Chapter in Books:	
	f) Books Edited :	: 2 (Without ISBN)
	g) Books with ISBN/ISSN numbers with details of publishers:	: 2 (Without ISBN)
	h) Citation Index :	
	i) SNIP :	
	j) SJR :	
	k) Impact factor :	
	l) h-index :	
20	Areas of consultancy and income generated	: N.A.
21	Faculty as members in	
	a) National committees b) International Committees c) Editorial Boards	: Nil
22	Student projects	
	a) Percentage of students who have done in-house projects including inter departmental/programme :	: Nil
		: Nil
	b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies:	: Nil

23 Awards/ Recognitions received by faculty and students : Nil

24 List of eminent academicians and scientists/ visitors to the department : Nil

25 Seminars/ Conferences/Workshops organized & the source of funding :

- a)National : 1. Santali Language and Literature, funded by UGC.
: 2. Tribal Rebellion and Literature in 18th & 19th Century, funded by UGC.

b)International : Nil

26 Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Application received	Selected	Enrolled		Pass percentage
			Male	Female	
HONS 2010-11	50	40	34	6	82%
HONS 2011-12	56	31	23	8	57.00%
HONS 2012-13	45	30	17	13	92%
HONS 2013-14	40	27	17	10	54%
HONS 2014-15	45	22	14	8	43.00%

27 Diversity of Student

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
HONS 2010-11	100%	Nil	Nil
HONS 2011-12	100%	Nil	Nil
HONS 2012-13	100%	Nil	Nil
HONS 2013-14	100%	Nil	Nil
HONS 2014-15	100%	Nil	Nil

28 How many students have cleared national and state competitive examinations :
such as NET, SLET,GATE, Civil services, Defense services, etc. ? No systematic

29 Student progression

Student progression	Against % enrolled
UG to PG	We have no such systematic database.
PG to M.Phil.	We have no such systematic database.
PG to Ph.D.	We have no such systematic database.
Ph.D. to Post -Doctoral	We have no such systematic database.
Employed	
Campus selection	We have no such systematic database.
Other than campus recruitment	We have no such systematic database.
Entrepreneurship/Self-employment	We have no such systematic database.

30 Details of Infrastructural facilities

- a) Library : In the central Library lending, Photocopying system exist.
- b) Internet facilities for Staff &Students : Yes
- c) Class rooms with ICT facility : Smartboard facility is available in the class room.

d) Laboratories :	: N.A.
31 Number of students receiving financial assistance from college, university, government or other agencies	: Ten students received Half free ship from college. All the SC/ST/Monority students received stipend from the Govt.
32 Details on student enrichment programmes (special lectures / workshops / seminar) with external experts	:
33 Teaching methods adopted to improve student learning	: Class lecturer method, Audio visual method with the help of smartboard & Overhead projector used.
34 Participation in Institutional Social Responsibility (ISR) and Extension activities:	
Dr. Pradip Kr. Mandal, Takes class of the P.G. Level students of SKBU, attended International Seminar in Dhaka in the year 2014. Thirty students of the department are NSS volunteers.	
35 SWOC analysis of the department and Future plans :	

STRENGTH

- Quality faculty members.
- Appreciable inter personal relationship between the students & teachers.
- High demand ratio.

WEAKNESS

- Inadequate number of teaching staff.
- Lack of adequate class room.

OPPORTUNITY

- Ample motivation for teaching students, mostly from tribal communities and 1st generation learner.
- CAS requirement enhances efficiency of the teachers.

CHALLENGE

- To provide continuous high standard of teaching.
- Financial constraint due to Govt. policy of collection of 50% of tuition fees from college.

FUTURE PLAN

- Introduce Departmental Library.
- Separate departmental Block.

Annexure - 1

1) Publication details of Prof. Shambhu Nath Soren

SL NO	TITLE OF PAPER	JOURNAL NAME/BOOK	PUBLISHED BY	ISSN/ISBN	YEAR	PAGE
1	Parsi (Bhasa) reak manat rup.	Sanbartika Vol-4, No-1, Issue-5	Dr. Narayan Chandra Das	2319-9394	2015	125-128
2	Mankatha ar Bhenta Katha	Dhar Koyel, Issue:- 7	Pitambar Hansda	Nil	2014	15-18
3	Baba Tilka Majhi	Panja	Shyamcharan Tudu	Nil	2015	
4	Bagemid Sai Sarma re Santali parsi ar saonhed.	Seminar Volume	Santali Department, Manbhum Mahavidyalaya		2011	2-3
5	Sikhnat re Santali parsi reak mohot.	Seminar Volume	Santali Department, Manbhum Mahavidyalaya		2011	23-25

BOOK

1	Saonhed aari,		Binapani Saren		2014	
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PAPER IN EDITED BOOKS

1	Sadak (Translated short story)	Saresh Hindi Kahani Mala	Sahitya Adademi	978-81-260-4604-S1		332-337
2	Ghuri (Translated short story)	Saresh Hindi Kahani Mala	Sahitya Adademi	978-81-260-4604-S1		338-350
3	Parsi ar Santali Parsi	BODHI	Manbhum Mahavidyalaya	818900816-1		338-351
4	Santali Parsi Reak Pasnao	BODHI	Manbhum Mahavidyalaya	818900817-X		338-352

2) Departmental Publication:

1. Santali Language & Literature, Edited volume on papers presented in National Seminar, 2011.
2. Tribal rebellion and literature, 18th and 19th Century, Edited volume of papers presentation in National Seminar, 2014.

31	Number of students receiving financial assistance from college, university, government or other agencies	:	Twenty students received Half free ship from college. All the SC/ST/Monority students received stipend from the Govt.
32	Details on student enrichment programmes (special lectures / workshops / seminar) with external experts	:	
33	Teaching methods adopted to improve student learning	:	Class lecturer method, workshop on major games, sports adopted to improve the quality of the students.
34	Participation in Institutional Social Responsibility (ISR) and Extension activities:		A good no. of students of the department regularly participate in social outreach programmes organized by college NSS units.
35	SWOC analysis of the department and Future plans :		

STRENGTH

- Quality faculty members.
- Appreaceable inter personal relationship between the students & teachers.
- Highdemand ratio.

WEAKNESS

- Inadequate number of teaching staff.
- Lack of aduquate class room.

OPPURTUNITY

- Ample motivation for teaching students, mostly from tribal communities and 1st generation lernear.
- CAS requirment enhances efficiency of the teachers.

CHALLENGE

- To provide contineous high standered of teaching.
- Financial constraint due to Govt. policy of collection of 50% of tuition fees from college.

FUTURE PLAN

- To Introduce to Honours Courses.
- Introduce Deparmental Libray.
- Separate departmental Block.

EVALUATIVE REPORT OF PHYSICAL EDUCATION DEPARTMENT

- 1 Name of the department : **Physical Education**
- 2 Year of Establishment : **2005-06**
- 3 Names of Programmes / Courses offered : **U.G.**
(UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
- 4 Names of Interdisciplinary courses and the departments/units involved: **Nil**
- 5 Annual/ semester/choice based credit system (programme wise) : **Annual**
- 6 Participation of the department in the courses offered by other departments : **Nil**
- 7 Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
- 8 Details of courses/programmes discontinued (if any) with reasons : **Nil**
- 9 Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	1	Nil

- 10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. Students guided of the last 4 years
Niranjan Mandal	M.P.Ed.	P.T.T.	Kho-Kho	10 years	Nil
Bidyut Kumar Mahato	M.P.Ed., M.Phil.	Gust Lecturer	Cricket	3 Years	Nil
Keshab Chandra Gope	M.P.Ed.	Gust Lecturer	Football	1 Year	

- 11 List of senior visiting faculty : **Nil**
- 12 Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **60%**

- 13 Student -Teacher Ratio (programme wise)

Session	1ST YEAR		2nd YEAR		3rd YEAR	
	H	G	H	G	H	G
2010-11		111:2		99:2		82:2
2011-12		100:2		98:2		92:2
2012-13		85:2		82:2		72:2
2013-14		85:2		74:2		60:2
2014-15		115:3		71:3		61:3

- 14 Number of academic support staff (technical) and administrative staff; sanctioned and filled : **N.A.**
- 15 Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG: : **M.Phil(One), P.G. (Two).**
- 16 Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : **Nil**

17	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :	Nil
18	Research Centre /facility recognized by the University:	Nil
19	Publications:	
	a) Publication per faculty	Nil
	b) Number of papers published in peer reviewed journals (national / international) by faculty and students	Nil
	c) Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO Host, etc.)	Nil
	d) Monographs	Nil
	e) Chapter in Books:	Nil
	f) Books Edited :	Nil
	g) Books with ISBN/ISSN numbers with details of publishers:	Nil
	h) Citation Index :	
	i) SNIP :	
	j) SJR :	
	k) Impact factor :	
	l) h-index :	
20	Areas of consultancy and income generated	N.A.
21	Faculty as members in	
	a) National committees b) International Committees c) Editorial Boards	Nil
22	Student projects	
	a) Percentage of students who have done in-house projects including inter departmental/programme :	Nil
	b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies:	Nil
23	Awards/ Recognitions received by faculty and students	Nil
24	List of eminent academicians and scientists/ visitors to the department :	
25	Seminars/ Conferences/Workshops organized & the source of funding	
	a)National : Nil	
	b)International : Nil	
26	Student profile programme/course wise:	

Name of the Course/programme (refer question no. 4)	Application received	Selected	Enrolled		Pass percentage
			Male	Female	
PASS 2010-11	150	111	76	35	
PASS 2011-12	145	100	77	23	
PASS 2012-13	125	85	61	24	
PASS 2013-14	145	85	56	29	
PASS 2014-15	150	115	90	25	

27 Diversity of Student

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
PASS 2010-11	100%	Nil	Nil
PASS 2011-12	100%	Nil	Nil
PASS 2012-13	100%	Nil	Nil
PASS 2013-14	100%	Nil	Nil
PASS 2014-15	100%	Nil	Nil

28 How many students have cleared national and state competitive examinations :
such as NET, SLET, GATE, Civil services, Defense services, etc. ?

29 Student progression

Student progression	Against % enrolled
UG to PG	We have no such systematic database.
PG to M.Phil.	We have no such systematic database.
PG to Ph.D.	We have no such systematic database.
Ph.D. to Post -Doctoral	We have no such systematic database.
Employed	
Campus selection	We have no such systematic database.
Other than campus recruitment	We have no such systematic database.
Entrepreneurship/Self-employment	We have no such systematic database.

30 Details of Infrastructural facilities

- a) Library : In the central Library lending, Photocopying system exist.
- b) Internet facilities for Staff & Students : Yes
- c) Class rooms with ICT facility : Smartboard facility is available in the class room.
- d) Laboratories :
Multigym facility and Play ground with necessary instrument & accessories for major games and sports are available for the students.

31	Number of students receiving financial assistance from college, university, government or other agencies	:	Twenty students received Half free ship from college. All the SC/ST/Monority students received stipend from the Govt.
32	Details on student enrichment programmes (special lectures / workshops / seminar) with external experts	:	
33	Teaching methods adopted to improve student learning	:	Class lecturer method, workshop on major games, sports adopted to improve the quality of the students.
34	Participation in Institutional Social Responsibility (ISR) and Extension activities:		A good no. of students of the department regularly participate in social outreach programmes organized by college NSS units.
35	SWOC analysis of the department and Future plans :		

STRENGTH

- Quality faculty members.
- Appreaceable inter personal relationship between the students & teachers.
- Highdemand ratio.

WEAKNESS

- Inadequate number of teaching staff.
- Lack of aduquate class room.

OPPURTUNITY

- Ample motivation for teaching students, mostly from tribal communities and 1st generation lernear.
- CAS requirment enhances efficiency of the teachers.

CHALLENGE

- To provide contineous high standered of teaching.
- Financial constraint due to Govt. policy of collection of 50% of tuition fees from college.

FUTURE PLAN

- To Introduce to Honours Courses.
- Introduce Deparmental Libray.
- Separate departmental Block.

EVALUATIVE REPORT OF CHEMISTRY DEPARTMENT

- 1 Name of the department : **Chemistry**
- 2 Year of Establishment : **2008-09**
- 3 Names of Programmes / Courses offered : **U.G.**
(UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
- 4 Names of Interdisciplinary courses and the departments/units involved: **Nil**
- 5 Annual/ semester/choice based credit system (programme wise) : **Annual**
- 6 Participation of the department in the courses offered by other departments : **Nil**
- 7 Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
- 8 Details of courses/programmes discontinued (if any) with reasons : **Nil**

- 9 Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	1	Nil

- 10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. Students guided of the last 4 years
Tapas Misra	M.Sc.	Guest Lecturer			Nil

- 11 List of senior visiting faculty : **Nil**

- 12 Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **100%**

- 13 Student -Teacher Ratio (programme wise)

Session	1ST YEAR		2nd YEAR		3rd YEAR	
	H	G	H	G	H	G
2010-11						
2011-12						
2012-13		2:1				
2013-14		3:1				
2014-15		4:1		2:1		

- 14 Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Nil**

- 15 Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG: : **P.G. (One)**

16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	: Nil
17	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :	Nil
18	Research Centre /facility recognized by the University:	Nil
19	Publications:	
	a) Publication per faculty	Nil
	b) Number of papers published in peer reviewed journals (national / international) by faculty and students	Nil
	c) Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO Host, etc.)	Nil
	d) Monographs	Nil
	e) Chapter in Books:	
	f) Books Edited :	
	g) Books with ISBN/ISSN numbers with details of publishers:	Nil
	h) Citation Index :	Nil
	i) SNIP :	Nil
	j) SJR :	Nil
	k) Impact factor :	Nil
	l) h-index :	Nil
20	Areas of consultancy and income generated	N.A.
21	Faculty as members in	
	a) National committees b) International Committees c) Editorial Boards	Nil
22	Student projects	
	a) Percentage of students who have done in-house projects including inter departmental/programme :	
	b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies:	
23	Awards/ Recognitions received by faculty and students	

24 List of eminent academicians and scientists/ visitors to the department :

25 Seminars/ Conferences/Workshops organized & the source of funding :

- a) National
- b) International

26 Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Application received	Selected	Enrolled		Pass percentage
			Male	Female	
PASS 2010-11					
PASS 2011-12					
PASS 2012-13	2	2	2	0	
PASS 2013-14	3	3	1	2	
PASS 2014-15	4	4	4	0	

27 Diversity of Student

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
PASS 2010-11	100%	Nil	Nil
PASS 2011-12	100%	Nil	Nil
PASS 2012-13	100%	Nil	Nil
PASS 2013-14	100%	Nil	Nil
PASS 2014-15	100%	Nil	Nil

28 How many students have cleared national and state competitive examinations :
such as NET, SLET, GATE, Civil services, Defense services, etc. ?

29 Student progression

Student progression	Against % enrolled
UG to PG	We have no such systematic database.
PG to M.Phil.	We have no such systematic database.
PG to Ph.D.	We have no such systematic database.
Ph.D. to Post -Doctoral	We have no such systematic database.
Employed	
Campus selection	We have no such systematic database.
Other than campus recruitment	We have no such systematic database.
Entrepreneurship/Self-employment	We have no such systematic database.

30 Details of Infrastructural facilities

a) Library :

In the central Library lending of
: Books, Reprography & Reading
Room facilities available.

b) Internet facilities for Staff & Students :

: Yes

c) Class rooms with ICT facility :

: Smartboard facility is available in the
class room.

	d) Laboratories :	: equipped for the experiments as per the syllabus for B.Sc. General Course.
31	Number of students receiving financial assistance from college, university, government or other agencies	: Nil
32	Details on student enrichment programmes (special lectures / workshops / seminar) with external experts	: Nil
33	Teaching methods adopted to improve student learning	Class lecturer method, Audio visual method with the help of smartboard & Overhead projector used and also Laboratory experiment, recently a computer has been installed in the Department.
34	Participation in Institutional Social Responsibility (ISR) and Extension activities:	: Nil
35	SWOC analysis of the department and Future plans :	

STRENGTH

- Appreaceable inter personal relationship between the students & teachers.

WEAKNESS

- Inadequate number of teaching & Technical Staff.
- Very recently the only permanent teacher has resigned.

OPPURTUNITY

- There is a scope for introduction of Hons. courses in the Department.
- CAS requirment enhances efficiency of the teachers.

CHALLENGE

- To provide contineous high standered of teaching.
- Financial constraint due to Govt. policy of collection of 50% of tuition fees from college.

FUTURE PLAN

- Introduce Deparmental Libray.
- Separate departmental Block.

Appendix-1

Feedback Form

MANBHUM MAHAVIDYALAYA

MANBAZAR, PURULIA-723131

Students' Feedback on overall teaching, campus amenities and infrastructure

Name of student and Roll No. (Optional) ছাত্রী/ছাত্রীর নাম ও রোল নং (না লিখলেও চলবে)	Department (বিভাগ) :
To evaluate your College, put tick mark in appropriate box to indicate your perception in respect of different aspects of your college. তোমার কলেজের মূল্যায়ন করতে উপযুক্ত বাক্সে টিক চিহ্ন দিয়ে বিভিন্ন গুণাবলীর ক্ষেত্রে কলেজের সম্বন্ধে তোমার ধারণা নির্দেশ কর।	
● 1 = Excellent (অতি উত্তম) ● 2 = Good (উত্তম) ● 3 = Fair (চলনসই) ● 4 = Poor (ভাল নয়) ● 5 = Very poor (খুব খারাপ)	

Subjects of evaluation (মূল্যায়নের বিষয়)	1 excellent	2 good	3 fair	4 poor	5 very poor
1. Location of the College (কলেজের অবস্থান)					
2. Admission procedure (ভর্তির পদ্ধতি)					
3. Ease of comprehension of subjects taught (পঠিত বক্তুর সহজবোধ্যতা)					
4. Completion of syllabus (পাঠ্যক্রমের পঠন-পাঠন সম্পাদন)					
5. Timeliness of practical work (প্র্যাকটিক্যাল ক্লাস সময়মত হয় কিনা)					
6. Fairness of evaluation (মূল্যায়নগুলি যথাযথ হয় কিনা)					
7. Value education (মূল্যবোধ শিক্ষা)					
8. College Exam/Test (পরীক্ষা / মূল্যায়ন পদ্ধতি)					
9. Teacher-Student relationship (শিক্ষক/ছাত্র সম্পর্ক)					
10. Counseling for students (ছাত্র-ছাত্রীদের পরামর্শদান)					
11. Help for higher-study (উচ্চশিক্ষায় সহায়তা)					
12. Library facilities (গ্রন্থাগারের সুযোগ সুবিধা)					
13. Laboratory equipment (ল্যাবরেটরীর যন্ত্রপাতি ও সাজ-সরঞ্জাম)					
14. Computer facilities (কম্পিউটার ব্যবহারের সুযোগ)					
15. Recreational facilities (মনোরঞ্জন উপকরণ)					
16. Extracurricular activities (পাঠ্যক্রম বহির্ভূত কর্মসূচী)					
17. Sports facilities (boys/girls) (ছাত্র/ছাত্রীদের জন্য খেলাধুলার ব্যবস্থা)					
18. Canteen facilities (ক্যান্টিনের সুবিধা)					
19. Office activities (অফিসের কর্মদক্ষতা)					
20. Hostel facilities (ছাত্র/ছাত্রী নিবাসের সুযোগ সুবিধা)					
21. Campus cleanliness (মহাবিদ্যালয়ের ভবন/প্রাঙ্গণের পরিচ্ছন্নতা)					
22. Communication facilities (যাতায়াতের সুবিধা)					

Annexure –

MANBHUM MAHAVIDYALAYA
MANBAZAR, PURULIA-723131

Students Feedback on overall teaching, campus amenities and infrastructure

Name of student and Roll No. (Optional) ছাত্রী/ছাত্রীর নাম ও রোল নং (না লিখলেও চলবে)		Department (বিভাগ) :			
To evaluate teachers of your (honours) department, put tick mark (✓) in appropriate box to indicate your perception about the teacher in respect of different qualities. তোমার সামান্যিক বিভাগের শিক্ষকের মূল্যায়ন করতে উপযুক্ত বাক্সে টিক চিহ্ন (✓) দিয়ে বিভিন্ন গুণাবলীর ক্ষেত্রে ঐ শিক্ষকের সম্বন্ধে তোমার ধারণা নির্দেশ কর।					
● 1 = Excellent (অতি উত্তম) ● 2 = Good (উত্তম) ● 3 = Fair (চলনসই) ● 4 = Poor (ভাল নয়) ● 5 = Very poor (খুব খারাপ)					
1. Name of teacher (শিক্ষকের নাম) :	1	2	3	4	5
a. Communication skills (ভাববিনিময়ের দক্ষতা)					
b. Knowledge base of the teacher (বিষয়গত জ্ঞানের ভিত্তি)					
c. Preparations for teaching (শিক্ষাদানের জন্য প্রস্তুতি)					
d. Regularity and punctuality (নিয়মানুবর্তিতা ও সময়ানুবর্তিতা)					
e. Use of innovative methods (নূতন উদ্ভাবিত পদ্ধতির ব্যবহার)					
f. Accessibility in and outside the class (ক্লাসের ভিতরে/বাইরে শিক্ষকের সহজলভ্যতা)					
2. Name of teacher (শিক্ষকের নাম) :	1	2	3	4	5
a. Communication skills (ভাববিনিময়ের দক্ষতা)					
b. Knowledge base of the teacher (বিষয়গত জ্ঞানের ভিত্তি)					
c. Preparations for teaching (শিক্ষাদানের জন্য প্রস্তুতি)					
d. Regularity and punctuality (নিয়মানুবর্তিতা ও সময়ানুবর্তিতা)					
e. Use of innovative methods (নূতন উদ্ভাবিত পদ্ধতির ব্যবহার)					
f. Accessibility in and outside the class (ক্লাসের ভিতরে/বাইরে শিক্ষকের সহজলভ্যতা)					
3. Name of teacher (শিক্ষকের নাম) :	1	2	3	4	5
a. Communication skills (ভাববিনিময়ের দক্ষতা)					
b. Knowledge base of the teacher (বিষয়গত জ্ঞানের ভিত্তি)					
c. Preparations for teaching (শিক্ষাদানের জন্য প্রস্তুতি)					
d. Regularity and punctuality (নিয়মানুবর্তিতা ও সময়ানুবর্তিতা)					
e. Use of innovative methods (নূতন উদ্ভাবিত পদ্ধতির ব্যবহার)					
f. Accessibility in and outside the class (ক্লাসের ভিতরে/বাইরে শিক্ষকের সহজলভ্যতা)					
4. Name of teacher (শিক্ষকের নাম) :	1	2	3	4	5
a. Communication skills (ভাববিনিময়ের দক্ষতা)					
b. Knowledge base of the teacher (বিষয়গত জ্ঞানের ভিত্তি)					
c. Preparations for teaching (শিক্ষাদানের জন্য প্রস্তুতি)					
d. Regularity and punctuality (নিয়মানুবর্তিতা ও সময়ানুবর্তিতা)					
e. Use of innovative methods (নূতন উদ্ভাবিত পদ্ধতির ব্যবহার)					
f. Accessibility in and outside the class (ক্লাসের ভিতরে/বাইরে শিক্ষকের সহজলভ্যতা)					

Appendix-2





राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

*The Executive Committee of the
National Assessment and Accreditation Council
on the recommendation of the duly appointed
Peer Team is pleased to declare the
Manbhum Mahavidyalaya
Manbazar, Dist. Purulia, affiliated to University of Burdwan
West Bengal as
Accredited
at the B level.*

Date : March 31, 2007



Handwritten signature
Director

- This certification is valid for a period of Five years with effect from March 31, 2007
- An institutional score (%) in the range of 55-60 denotes C grade, 60-65-C grade, 65-70-C grade, 70-75- B grade, 75-80- B grade, 80-85-B grade, 85-90- A grade, 90-95-A grade, 95-100-A grade (upper limits exclusive)

March 31, 2007/245

FROM THE PRESIDENT'S DESK

Welcome to Manbhum Mahavidyalaya. We have completed a journey of 29 years and pledged to a prosperous growth with our undaunted and unbridled aspiration. Our loved institution has one history with many stories of successes and failures and has one fire with many sparks. Be with us whole heartedly to our journey with dedication and determination to illuminate the minds of many with enduring wisdom.



I shall appeal to all my beloved students who are at the threshold of their College life to imbibe in them the following line of deep thoughts and teachings emancipated by none other than Great Poet and Philosopher KABIGURU RABINDRANATH TAGORE.

***"Reach high, for stars lie hidden in you. Dream deep,
for every dream precedes the goal."***

Let us join hands to develop our institution with all our sincerity and dedication to achieve the goal of imparting value based knowledge, teaching based on principles of advanced as well as pragmatic way of learning for an overall development of the society. Let the students of this institution grow and develop to adapt to the changing needs of humanity, serve the interest of the community, be flexible and accept impact of globalization with progressive and dynamic outlook to ensure a better tomorrow. Let Us march towards new directions of expansion, both academic and infrastructural.

It is my strong belief that our college not merely provides text book based knowledge to the students, but also helps to indoctrinate them to nurture other most essential inputs like values, attitudes towards life, sense of responsibility and awareness about the people and the society they live in. I believe that the students grow and mature into

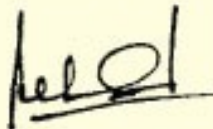
MANBHUM MAHAVIDYALAYA

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young intellectuals and activists while they pass through college days. We always try to put our best effort to provide proper and right kind of environment to our students to fulfill these aims and the members of the faculty of different subjects in this college help them to achieve them.

I once again welcome all the students who have decided to take admission in our beloved institution and wish them all round success in life.

With heartfelt thanks,



(SHANTIRAM MAHATO)
PRESIDENT



WELCOME FROM THE TEACHER-IN-CHARGE

I feel happy to extend heartfelt welcome to all of you to our institution. I also thank you for opting our college to pursue your dreams to be a well-educated, modest and rational human being.



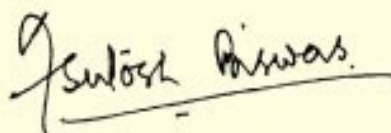
We all know that the district, in which we are in, despite having rich cultural and historical heritage, has not been able to be regarded as one of the educationally advanced district in the state. But it is our belief that in-spite of all odds we can achieve our goals by sheer self-respect and belief, faith in our cultural tradition and devotion to our duties. We also know that after being accredited by National Assessment and Accreditation Council with 'B' Grade our responsibilities have increased in many folds. We are also working in the direction to fulfill our commitments to the society.

MANBHUM MAHAVIDYALAYA aims to act as one of the important educational institutions to cater to the needs of the student fraternity. It is our sincere endeavour to establish our college as a important social institution to bring about a happy union of the different strata of people of the society.

I am sure our efforts will come out successful to have qualified human resources to take up the challenge to serve the nation positively in the very complex and demanding society of the 21st century and days ahead.

Come on! Let's all put together a concerted and coordinated effort to lead us to the zenith of success. Manbhum Mahavidyalaya invites you to be part of it. All information is provided in the prospectus for your convenience.

With thanks,



(ASUTOSH BISWAS)
TEACHER-IN-CHARGE

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HISTORY OF THE COLLEGE

Manbhum Mahavidyalaya, now affiliated to the Sidho-Kanho Birsha University, was established in 1986, with a view to extending academic knowledge, offering scope for higher education and all round development to its students especially amongst the relatively deprived and backward sections of the people of the district.

The college came into existence primarily as a result of the enterprise and responsibility undertaken by the local residents and social workers with lofty objectives. In 1985 the organizing committee of the proposed college and later, the Adhoc Governing Body of the college took massive efforts to realize their dream of a college, went on collecting donations from the people and succeeded remarkably. The college building came up and it was admirably supported by the Purulia Zilla Parishad, without whose repeated sanction of grants from the district plan the present college building would not have been possible.



The college provides platform to cultivate a strong community feeling amongst the students of different communities and this creates a bond of love, respect and fellow feelings.

LOCATION OF THE COLLEGE

The college is situated at the base of a hillock, surrounded by a calm atmosphere free from the din and bustle of the town. The college campus is in village Jharbagda, 3 K.M. away from proper Manbazar, a place in the southern part of the Purulia district, which is 53 K.M. from Purulia, the district Head Quarter. The large area of plantation and light forest that the college has with in its campus- providing the institution with an ideal academic environment.

MISSION STATEMENT OF THE COLLEGE

Manbhum Mahavidyalaya is committed to providing excellence in education in Humanities, Commerce and Science faculties in the Under Graduate level to the students of all communities especially to those who are financially weak and socially backward. The mission of the college is to pursuit of knowledge and develop personal values through academic and extracurricular activities."

The college emphasizes towards creating an ambience where students gain depth and breadth of knowledge that provide meaningful contribution to career and community.

OBJECTIVES OF THE COLLEGE

- Providing the platform for higher education and all round development to its students especially amongst the relatively deprived and backward sections of the people.
- Patronizing the cultural diversity among the students.
- Helping the students to choose their career option.

AFFILIATION OF THE COLLEGE

The college was affiliated to the Burdwan University for the period from 1986 to 2011. But at present the college is affiliated to the Sidho-Kanho-Birsha University to impart 3 years Degree General and Honours Courses in Arts, Science and Commerce.

DEPARTMENTS OF THE COLLEGE

There are 15 Under Graduate departments in the Arts, Science and Commerce faculties of the college.

FACULTIES		
ARTS	SCIENCE	COMMERCE
Bengali	Physics	Commerce
English	Computer Science	
History	Mathematics	
Political Science	Chemistry	
Economics		
Geography		
Sanskrit		
Physical Education		
Sanskrit		
Sociology		
Education		

ADMISSION PROCEDURE & RELATED RULES

The college opens for its new session after the Summer Recess. The academic session starts from 1st July and ends on 30th June of subsequent year. Admission to B.A. / B.Sc. / B.Com Honours or General course is meant for those who have passed the Higher Secondary or its equivalent Examination recognized as such by the Sidho-Kanho-Birsha University.

COMMON RULES & REGULATIONS

Manbhum Mahavidyalaya is a College under the Sidho-Kanho-Birsha University, Purulia. The College obtained "B Grade" under NAAC accreditation.

- A.** The Principal Administrative structures in the College are:
- The Governing Body
 - Different Academic and Non-Academic Committees.
- B.** The College follows the teaching-learning-evaluation process as fixed by the University.
- C.** The admission process starts immediately after the declaration of Class XII results of major national Boards and West Bengal Board.
- D.** Selection of candidates will be made in terms of the criteria fixed by the Admission Committee.
- E.** A student who is selected for enrolment in a particular course offered by the College will have to complete admission procedures and get himself/herself registered within the notified time period. All the admissions are provisional until approved by the University.
- F.** The College reserves the right to refuse or cancel the admission of any candidate in the college without assigning any reason thereof.
- G.** The final degree will be awarded by the Sidho-Kanho-Birsha University.
- H.** Parents and Guardians should know that their wards are admitted under the strict understanding that the students must comply with the rules and regulations specified by the College.
- I.** The Departmental office should be informed of any change of address and Phone number after the admission.
- J.** As you enter Manbhum Mahavidyalaya, vast opportunities open up before you. This also entails certain responsibilities on your parts. This College has a history of twenty years. The traditions and values which have developed over this period will have to be protected and promoted by you now. The continuation of the recognition and reputation the institution is now your responsibility.

Certain traits we cherish among our student community

- Decency in Dress and decorum in behaviour.
- Punctuality.
- Disciplined, focused approach to your life in general and to your studies in particular.
- Application and interest in studies and other departmental extra curricular activities in College.

- Awareness of social conditions around you and in the world and developing a compassionate and proactive response to them.
- Adherence to secular values and ideals.
- A scientific outlook.
- Interest in cultural activities, sports and games.
- Follow the Notice Board daily.

Norms/Rules which are to be adhered to and observed scrupulously

- Always carry your Identity Card and keep it with you when you are in college. Exchange or leading of one's identity card is a serious offence.
- Use of drugs/alcohol is strictly prohibited in the College.
- Bringing outside guests/friends in the college is barred except prior permission from the authority.
- Punctuality is to be maintained in all matters - especially in Class Attendance and Examination Attendance.
- Loitering around or littering in the college campus/corridors are strictly prohibited.
- Any kind of violent conduct in the college is strictly prohibited.
- Ragging in any forms is strictly prohibited in the college.
- Health/Safety Rules are to be strictly obeyed.
- Secular ideals must be upheld.
- Decorum in dress and behaviour must be maintained.
- Damaged should not be caused to any college property in any form.
- College Computer System should not be tampered with in any way.
- Reputation of the college must be upheld even outside the college.

Correspondence with the College

- All correspondence with the College by post should be addressed to the **Teacher-In-Charge, Manbhum Mahavidyalaya, Village+Post- Jharbagda Via Manbazar , Dist- Purulia, Pin- 723131**. In case hand delivery, such letters to be deposited with the College Office.
- In all correspondence regarding students, it is necessary to state the class and roll-numbers of the student along with the names.

Notice Board

Student should take great care to look up the Notice Board on coming to, and leaving the College. No excuse will be considered if Notices on the Board are ignored.

Identity Card

Each student is provided with an Identity Card. This card is to be carried always and to be presented whenever asked for.

- The Identity Card may not be passed on for use to anyone else, otherwise the owner of the card will be held responsible for any damaged or loss caused by the user.
- If the Identity Card is lost, the College Office must be informed immediately. A new Identity Card may be issued on payment of requisite fees after complying required formalities.
- In case of transfer or withdrawal from the College, this card must be returned to the College Office.

Ragging

Ragging of any kind and magnitude inside / outside the college campus will not be tolerated and stringent disciplinary action will be taken accordingly. Any incident of ragging must be brought to the notice of the Principal / Teacher-in-Charge or College Anti Ragging Cell.

Members of Anti Ragging Cell

1. Prof. Asutosh Biswas (Teacher-in-Charge)
2. Prof. Babar Ali Midya
3. Prof. Dr. Pradip Kumar Mandal
4. Prof. Sambhu Nath Soren
5. Prof. Asima Mandal
6. Officer-in-Charge (Manbazar P.S.)
7. General Secretary of Student Union
8. Girls' representative of Student Union



DOCUMENTS TO BE PRODUCED WHILE SUBMITTING THE ADMISSION FORM

- The Original S.F./Madhyamik Examination Admit Card.
- The Original Mark-Sheet of the Last Examination.
- The Original Caste Certificate wherever applicable.
- Original School Leaving certificate.

COURSES OFFERED WITH AVAILABLE OPTONS

HONOURS COURSES IN OFFER

Stream	Courses	Available elective General Subjects (Select any two subjects with in the restrictions mentioned below)	Maximum Intake	No. of seats for different categories				
				GEN	SC	ST	OBC	
							A	B
B.A.	Bengali	English, Santali, Sanskrit, History, Pol. Sc., Economics	62	34	14	4	6	4
	English	Bengali, Santali, Sanskrit, History, Pol. Sc., Economics	56	31	12	3	6	4
	History	Bengali, English, Santali, Sanskrit, Pol. Science, Economics	71	39	16	4	7	5
	Geography	Bengali, English, Santali, Sanskrit, History, Pol. Science, Economics	31	17	7	2	3	2
	Economics	Bengali, English, Santali, Sanskrit, History, Pol. Sc., Mathematics	15	8	3	1	2	1
	Santali	Bengali, English, Sanskrit, History, Pol. Science, Economics	56	31	12	3	6	4
	Pol. Science	Bengali, English, Santali, Sanskrit, History, Economics	30	16	7	2	2	3
B.Sc.	Computer Science	Physics, Chemistry, Mathematics	40	24	9	2	4	3
	Mathematics	Physics, Chemistry, Computer Science, Economics	25	12	6	2	2	3
B.Com.	Accountancy	Group-1 and Group-2	40	24	9	2	4	3

GENERAL / PASS COURSES IN OFFER

Courses	Available elective General Subjects (Select any two subjects with in the restrictions mentioned below)	Maximum Intake	No. of seats for different categories				
			GEN	SC	ST	OBC	
						A	B
B.A.	Bengali, English, Sanskrit, Santali, History, Pol. Science, Economics, Geography, Physical Education, Sociology, Education	681	374	150	41	68	48
B.Sc.	Computer Science, Physics, Chemistry, Mathematics	81	44	18	5	8	6
B.Com.	Group-1, Group-2 and Group-3	156	86	34	9	16	11

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SUBJECT SPECIFIC MAXIMUM INTAKE AS GENERAL PAPER

Subjects	Maximum Intake	No. of seats for different categories				
		GEN	SC	ST	OBC	
					A	B
Physical Education	118	65	26	7	12	8
Geography	47	26	10	3	5	3
Santali	109	60	24	7	11	8
Sanskrit	156	86	34	9	16	11
Sociology	20	12	4	1	2	1
Education	40	12	9	2	4	3

OTHER CONDITIONS

Please Note : PRACTICAL BASED SUBJECTS for B.A. course are Geography & Physical Education.

1. Not more than **TWO LITERATURE SUBJECTS** can be taken as combination subjects in any course, be it Honours or General.
2. No **PRACTICAL BASED SUBJECTS** can be taken as General elective paper as combination with **B.A. HONOURS COURSE**.
3. **GEOGRAPHY** and **PHYSICAL EDUCATION** can **NOT** be taken together as a combination for General elective papers in **B.A. GENERAL COURSE**.
4. **MATHEMATICS** is **COMPULSORY** for all B.Sc. General paper combinations, obviously not in case of **MATHEMATICS (HONOURS)**.
5. Candidate opted for **PHYSICAL EDUCATION** as an elective combination subject should be physically fit to be considered for final selection and **HOLDER OF AUTHENTICATED CERTIFICATE FOR SUCCESS IN SPORTS MEET IN DISTRICT LEVEL OR ABOVE** will be given priority.

-: NOTE :-

- ★ 3% of seats in each category are reserved for physically challenged candidates.
- ★ Environment Studies is a common General paper in Part-III for both Honours and General Courses.
- ★ Communicative English and Major Indian Language (e.g. Bengali) are two compulsory papers of 50 marks each in Part-I Examination.



FEES STRUCTURE FOR THE YEAR 2015-2016

SL.	HEADS OF ACCOUNTS	COURSE	GEN COURSE	HONS. COURSE
A. Payments are to be made once for the entire course				
1	Admission Fees	B.A./B.Sc./B.Com	Rs. 50.00	Rs. 60.00
2	Infrastructure Development Fees	"	Rs. 75.00	Rs. 75.00
3	Library Caution Money	"	Rs. 100.00	Rs. 150.00
4	laboratory Caution Money			
(a)	For Geography	B.A./B.Sc.	Rs. 100.00	Rs. 200.00
(b)	For Computer Science	B.Sc.	Rs. 300.00	Rs. 600.00
(c)	For Physics	"	Rs. 200.00	
(d)	For Chemistry	"	Rs. 200.00	
(e)	For Physical Education	B.A.	Rs. 100.00	
5	Students Health Home Fees	B.A./B.Sc./B.Com	Rs. 5.00	Rs. 5.00
6	University Registration Fees	"	Rs. 50.00	Rs. 50.00
7	University Enrollment Fees	"	Rs. 40.00	Rs. 40.00
8	University Sports Fees	"	Rs. 100.00	Rs. 100.00
9	University Registration Forms	"	Rs. 5.00	Rs. 5.00
10	Identity Card Fees	"	Rs. 25.00	Rs. 25.00
11	Cost of Fees Book	"	Rs. 10.00	Rs. 10.00
B. Payments to be made once in each year (for Three years)				
12	Development Fees	B.A./B.Sc./B.Com	Rs. 200.00	Rs. 200.00
13	College Examination Fees	"	Rs. 40.00	Rs. 50.00
14	Library Fees	"	Rs. 40.00	Rs. 40.00
15	Students Union Fees	"	Rs. 60.00	Rs. 60.00
16	Magazine Fees	"	Rs. 25.00	Rs. 25.00
17	Student Benevolent Fund	"	Rs. 10.00	Rs. 10.00
18	Electricity Fees	"	Rs. 50.00	Rs. 50.00
19	Saraswati Puja Subscription	"	Rs. 25.00	Rs. 25.00
20	NAAC Preparation Fees	"	Rs. 50.00	Rs. 50.00
C. Payments to be paid Monthly				
21	Tution Fees	B.A./B.Sc./B.Com	Rs. 50.00	Rs. 60.00
22	Laboratory Fees			
(a)	For Geography	B.A./B.Sc.	Rs. 30.00	Rs. 40.00
(b)	For Computer Science	B.Sc.	Rs. 30.00	Rs. 40.00
(c)	For Physics	"	Rs. 30.00	
(d)	For Chemistry	"	Rs. 30.00	
(e)	For Physical Education	B.A.	Rs. 30.00	
23	Misc. Laboratory Charges	B.Sc.		Rs. 150.00

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RULES FOR PAYMENTS OF FEES

- During the admission in the 1st year fees in the category A, category B and category C (for Six months only) are to be deposited at a time.
- During the admission in 2nd year fees as mentioned in category B and category C are to be deposited.
- During the admission in 3rd year fees as mentioned in category B and two months fees as mentioned in the category C are to be deposited.
- Fees mentioned in the category C are to be deposited every month.
- Clearances regarding Fees are to be submitted while filling up University examination form.

EXAMINATIONS AND THEIR SCHEDULE

Generally it is the practice of the college to hold a test Examination for the student of the 1st Year to sent up for the Part-I university Examination. There are class tests and home assignments at the end of lectures on each topic. Apart from these if the college deems necessary it may hold other examinations too. The over all performance of a student will be considered for sending up for University Examination Other examinations may be scheduled as per the University notifications from time to time.

NATURE OF EXAMINATION	COURSE	TENTATIVE TIME SCHEDULE
Test Examination	B.A./B.Com./B.Sc. 1st Year	January

NETAJI SUBHAS OPEN UNIVERSITY CENTRE IN THE COLLEGE

The principle objective of NSOU is to provide higher education for large segment of population including those who are in employment, women including house wives, people who are unable to go through regular course of education and adults who wish to upgrade their knowledge to translate the idea of the State Government in dissemination of knowledge among all sections of the populace and empowerment of the disadvantaged.

Therefore in pursuance to the objective the NSOU set up a STUDY CENTRE in the college in July 2003. Manbhum Mahavidyalaya Study Centre has already received overwhelming response from the students for Post Graduate Course, Bachelors' Degree Programme (equivalent to Honours Degree) and Bachelors' Preparatory Programme (Bridge Course), BLIS.

The Study Centre being a part of the college is giving its full effort to serve the community. The Study center generally remains open on Saturday from 2 P.M. and on Sunday from 11 A.M. except Holidays. The contact phone no. (03253) 201138.

STUDENTS FACILITIES & CAMPUS LIFE

LIBRARY FACILITY

The college has a rich library with good numbers of books in the stock and reading room facilities. The college has also subscribed for daily news paper and journals. The college has Internet and photocopy facilities for the students. The students of Honours courses are given special assistance by lending reference books in addition to the text and other books. We are also planning to have Central Internet facility very soon.



SPORTS & GAMES

The students of the college have been provided with the basic sports & games facilities. The students take part in the annual college sports meet and the successful students are provided with Certificate of Proficiency. The students with extraordinary capabilities are given due patronage from the college in order to come out successful in the bigger arena. The college participates in the Inter College Athletic, Football meet in the District level as well as in the State level. In addition to these there are Indoor game facilities like Carrom, Chess, Table Tennis and Badminton. The outstanding sports persons are given privileges. Often inter class sports & games competitions are held. The College has its own sports stadium for football, cricket and athletics. College has installed Multi Gym also.



STUDENTS' UNION

Like all colleges administered by the Sidho-Kanho-Birsha University Statutes, the college has a democratically elected Students' Union. The Union and the college administration are always in good terms for maintaining discipline in the college. Since the general atmosphere of the college is conducive to serious study, constructive suggestions and critical inputs are always welcome from the students' union. The spirit of cooperation has ensured a healthy academic atmosphere in the college. The students' union is the livewire of all the student activities like sports & games, cultural activities and meets.

An important factor for the students' union is to enforce strict observance of the rules and regulations of the college.



STUDENTS' HEALTH HOME FACILITY

The students of the college can avail of the Students' Health Home Facilities by paying a nominal fee. Health Home provides better medical treatment to the bona-fide ailing students for a very nominal expense. If necessary students may be sent to the Central Students' Health Home at Kolkata.

STUDENTS' ADMISSION RESERVATION

Reservation of seats for S.C., S.T. and O.B.C. and physically handicapped candidates is made according to Government Regulations. Candidates with outstanding records in sports and games may apply in plain paper for seeking admission in sports quota.

STUDENTS' CONCESSIONS

Tuition Fee concession may be available by way of partial or full waiver of such to a few students coming from economically backward families subject to the approval of the college Governing Body.

COLLEGE CANTEEN

Facilities of a college canteen have been felt for a long time, but due to some unavoidable reasons we could not make it available. We are happy to announce that college canteen has started functioning.

NATIONAL SERVICE SCHEME

The N.S.S. unit of the college organizes some benevolent programmes for the benefit of the society. It organizes camps to aware the people about the menace of HIV, AIDS etc. It also organizes literacy camps in the adopted villages and plantation is also under taken. These services are provided by three units where 100 numbers of students in each unit serve as volunteers.

STUDENTS' HOSTEL

The college has a student hostel where male students can stay. The students are looked after by a Hostel Super. The hostel provides food to the boarder against a nominal payment. Especially students of S.C., S.T. and O.B.C. community and students of financially backward class are given privilege. The female students of our college have been provided the facility of a separate hostel building with in the college premises.



COLLEGE MAGAZINE

The college publishes College Magazine 'JYOTI' to cultivate literary talent of the students of the college. Even the teachers and non-teaching members of the college also participate in the publication either directly or indirectly to enrich the publication.

In addition a wall magazine 'BODHON' is published quarterly by the students of the college giving stress on the changing facet of the society and the problems of the students.

CULTURAL ACTIVITIES

To reward excellence and promote healthy practices, Annual Cultural Competitions are held in music, recitation, debate, essay writing and quiz in the college.

Annual Social Function and Fresher Welcome are organized by the Students' Union. Musical soiree, dance drama and drama are also organized by the students of the college on the occasions of important social celebrations.

ACADEMIC SEMINAR & WORKSHOP

Distinguished scholars are invited by different departments of the college to deliver lectures or read out papers in Seminars. In addition to these departmental seminars, U.G.C. sponsored seminars are held in the college occasionally inviting eminent speakers and teachers of other colleges. Workshops are organized by the N.S.S. units of the college.

ALUMNI ASSOCIATION

An Alumni Association has been working with an intention to take the cooperation of the Alumni in various fields so that the college can serve the society more effectively and meaningfully.

CAREER COUNSELLING

The college has set up a committee to provide various information regarding employment opportunities as well as other professional and academic courses. The students can avail of this facility to choose the nature of education which would help them to shape up their future.

ACADEMIC COUNSELLING

Academic counseling is the part of the weekly class routine. Students in general may take the advantage of academic counseling to overcome their difficulties. Teachers of respective subjects are assigned with counseling duties.

SCHOLARSHIP & STIPEND

The students of backward community can have stipend as per the State Government or UGC rules on the recommendation of the college.



EDUCATIONAL TOURS

Some of the departments of the college arrange educational tour for its students every year. College often makes arrangement of excursion for the students under the supervision of the teachers.

GRIEVANCE REDRESS CELL

Grievance-Redress cell of the college welcomes critical inputs, suggestions, complaints from the students for consideration. Students may drop suggestions, complaints and critical inputs into the Grievance Box.

ACADEMIC CALENDAR

Exhaustive academic calendar providing the tentative dates of Examination, the list of holidays, syllabus modules, proposed number of classes to complete the syllabus are made available to the students through a separate Academic Calendar at the beginning of the session.

TUTORIAL & REMEDIAL CLASS

College also provide for tutorial and remedial classes for the students of the backward community and the students who are found weak in their studies. These classes are held as per the schedule prepared after consultation of the various Head of the departments.

COMPUTER FACILITY

College has introduced computer facilities including internet for the students in general so that they can be at least get a scope to be acquainted with computers which has become a must in today's world. College is likely to introduce intranet facilities to know their activities in the college by a single click of mouse.

RULES & REGULATIONS REGARDING ATTENDANCE

- ❁ Students are to be present for at least 70% of the schedule classes in order to qualify for appearing in the university examinations.
- ❁ Students must remain present in all the college examination as per the schedule to be announced.

GENERAL INFORMATION

- ❏ College Hours : 10.30 A.M. to 5.30 P.M.
- ❏ All notices would be circulated in the classes as well as would be stuck on the college notice Board.
- ❏ Library Hours : 10.30 A.M. to 5.30 P.M.
- ❏ Library & Office remains open during the Summer Recess.
- ❏ The office remains closed during Puja Vacation.



GOVERNING BODY OF THE COLLEGE

Sri Shantiram Mahato	:	President
Prof. Asutosh Biswas	:	Secretary & Teacher-in-Charge
Sri Shyamsundar Mahato	:	Government Nominee
Prof. Apurba Saha	:	University Nominee
Sri Bibekananda Bauri	:	University Nominee
Prof. Amitava Bandhyopadhyay	:	Teachers' Representative
Prof. Babar Ali Midya	:	Teachers' Representative
Sri Chandrasekhar Ghosh	:	Representative, Non-Teaching Staff
Sri Sajal Kr. Chakraborty	:	Representative, Non-Teaching Staff
Sri Tarun Kumar Mahato	:	Representative, Student Union

TEACHING STAFF-DEPARTMENT WISE

Prof. Asutosh Biswas
(Teacher-in-Charge)

ENGLISH

Prof. Partha Sarathi Mandal	:	M.A. (Asst. Professor)
Prof. Paban Kr. Tibriwala	:	M.A. (Part Time Lecturer)
Prof. Taraprasanna Mukherjee	:	M.A. (Guest Lecturer)
Prof. Amitabha Sen	:	M.A. (Guest Lecturer)

BENGALI

Prof. Asutosh Biswas	:	M.A., M.Phil (Teacher-in-Charge)
Dr. Sumanta Mandal	:	M.A., Ph.D (Asst. Professor)
Dr. Tapan Kumar Patra	:	M.A., Ph.D (Part Time Lecturer)
Prof. Chittaranjan Paramanik	:	M.A. (Guest Lecturer)

HISTORY

Dr. Pradip Kumar Mandal	:	M.A., Ph.D. (Asst. Professor)
Prof. Sandip Sutradhar	:	M.A. (Part Time Lecturer)
Prof. Lalmohan Pati	:	M.A. (Guest Lecturer)

ECONOMICS

Prof. Amitava Bandhyopadhyay	:	M.A. (Associate Professor)
Prof. Sadhan Kumbhakar	:	M.A. (Part Time Lecturer)



GEOGRAPHY

Prof. Somnath Rudra	:	M.A., M.Phil (Asst. Professor)
Prof. Dipak Kumar Mahato	:	M.A. (Part Time Lecturer)
Prof. Krishnendu Bikash Mahato	:	M.A. (Part Time Lecturer)

POLITICAL SCIENCE

Prof. Ananta Kumar Besra	:	M.A., M.Phil (Asst. Professor)
Prof. Asim Kumar Goswami	:	M.A. (Part Time Lecturer)
Prof. Bedanta Sinha	:	M.A. M.Phil (Guest Lecturer)

COMMERCE

Prof. Tuhin Kar	:	M. Com. (Associate Professor)
Prof. Babar Ali Midya	:	M.A. (Asst. Professor)

PHYSICS

Vacant :

CHEMISTRY

Prof. Indrajit Saha	:	M.Sc. (Asst. Professor)
Prof. Tapas Mishra	:	M. Sc. (Guest Lecturer)



COMPUTER SCIENCE

Prof. Asima Mandal	:	M.Sc., M.Tech., M.Phil in Computer Science (Part Time Lecturer)
Prof. Goutam Mondal	:	M.C.A. (Guest Lecturer)

MATHEMATICS

Prof. Hafizul Mollah	:	M.Sc. (Asst. Professor)
Prof. Goutam Senapati	:	M.Sc. (Guest Lecturer)

SANTALI

Prof. Shambhu Nath Soren	:	M.A. in Santali (Asst. Professor)
Prof. Rajendra Prasad Saren	:	M.A. in Santali (Part Time Lecturer)

PHYSICAL EDUCATION

Prof. Niranjan Mondal	:	M. P. Ed (Part Time Lecturer)
Prof. Bidyut Kumar Mahato	:	M.P. Ed., M.Phil (Guest Lecturer)



SANSKRIT

Prof. Tapan Patra	:	M.A. (Guest Lecturer)
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LIBRARY STAFF

Sri Srijib Kumar Patra	:	M. Lib. (Librarian-Associate Scale)
Sri Subal Chandra Misra	:	M. Lib. (Library Clerk)

ADMINISTRATIVE OFFICE STAFF

Sri Chandrasekhar Ghosh	:	Head Clerk
Sri Alope Kumar Mahato	:	Accountant
Sri Chittaranjan Bauri	:	Cashier
Sri Sajal Kumar Chakraborty	:	Clerk
Sri Aditya Sing Sardar	:	Typist
Sri Hariram Rajwar	:	Guard
Sri Bani Bikash Mahanty	:	Guard
Sri Prafulla Rajwar	:	Sweeper

STUDENTS' UNION

President	: Prof. Asutosh Biswas (TIC)
Vice President	: Sri Jasbir Mahato
General Secretary	: Sri Tarun Kumar Mahato
Ass. Gen. Secretary	: Sri Sumanta Dhibar
Cultural Secretary	: Sri Mrinmoy Mahanty
Magazine Secretary	: Sri Sourav Gouswami
Bigyan Parishad Secretary (Boys)	: Sri Biswanath Mahanty
Games Secretary	: Sri Koushik Mahato
Common Room Secretary (Boys)	: Sri Biswajit Gouswami
Common Room Secretary (Girls)	: Ms Rakhi Mahato
Student Welfare Secretary	: Ms Jharna Mudi
Class Representatives	: Ms Beauty Ghoshal, Sri Alok Mahato, Sri Rabi Mahato, Sri Rajanikanta Mahato, Sri Hemanta Mahato, Ms Soma Dutta, Sri Tarak Nath Mardanya, Sri Janardan Karmakar.



Appendix-3

SEMINAR COLLABORATION BY THE COLLEGE						
Sl No.	Date	Details Of The Seminar	Type	Founding Agency	Organised By	Collaborator
1	27-28 th March, 2012	Review of Scientific thought of Acharya Prafulla Chandra Roy and Rabindra Nath Tagore on their 150 th Birth anniversary	State	U.G.C.	R C College , Laulara, Purulia	Dept. of Bangali, Manbhum Mahavidyalaya
2	11-12 th August, 2015	Unish Satakiya Swadesh Chetanar Prekshite Dwijendralal Royer Natya Bhabona	National	U.G.C.	Seerampore Girls college, Serampore, Hoogly	Dept. of Bangali, Manbhum Mahavidyalaya
3	19 th – 20 th dec ember, 2014	Bangla Upanyase Pratibad	National	U.G.C.	Dept. Of Bengali, Dewan abdul gani college ,Harirampur,Dakshin Dinajpur	Dept. of Bangali, Manbhum Mahavidyalaya
4	14-15 th September 2014	Rabindra Natoke Pratibadi Bhabona	National	U.G.C.	Deptt. Of Bengali South Malda College , Pubarun, Malda	Dept. of Bangali, Manbhum Mahavidyalaya
5	17-18 th September, 2014	Swadhinata paraborty bangle upanyase pratibad	National	U.G.C.	Dept. Of Bengali, Dewan abdul gani college ,Harirampur,Dakshin Dinajpur	Dept. of Bangali, Manbhum Mahavidyalaya
6	21-22th April 2015	Janma shatobarshe Adwaita Mallabarmen	National	U.G.C.	Dept. of Bengali, Asannagar Madanmohan Tarkalankar college, Asannagar,Nadia	Dept. of Bangali, Manbhum Mahavidyalaya
7	29-30 th September 2015	Satabarshe Adwaita Mallabarmen	National	U.G.C.	Deptt. Of Bengali, Acharya Jagadish Chandra Bosu College, Kol- 20	Dept. of Bangali, Manbhum Mahavidyalaya
8	29-30 th August, 2014	Rabindra Natye Pratibadi Chetona	National	U.G.C.	Deptt. of Bengali, Chanchal College, Chanchal, Malda	Dept. of Bangali, Manbhum Mahavidyalaya
9	19-20 th December, 2014	Bangla Upanyase Pratibad	National	U.G.C.	Kalinagar Mahavidyalay, North 24 pgs.	Dept. of Bangali, Manbhum Mahavidyalaya
10	07-08 th October,2015	Satabarshe Bijan Bhattacharya	National	U.G.C.	Deptt. Of Bengali, Bidyanagar College,Chara Shyamdas,dakshin 24pgs.	Dept. of Bangali, Manbhum Mahavidyalaya
11	10 th , and 11 th April, 2015	Satabarshe Shambhu Mitra	National	U.G.C.	Prashantachandra Mahalanabish Mahavidyalaya ,Kolkata	Dept. of Bangali, Manbhum Mahavidyalaya

Appendix-4

Achievements after first cycle of NAAC assessment

Particulars		2005-2006	2014-2015
Criterion I : Curricular Aspects			
01.	Elective subjects	10	16
02.	Courses with ICT enabled Teaching & Learning	04	08
03.	No. of Program introduced in last five years	07	09
Criterion II : Teaching-Learning and Evaluation			
01.	No. of working days	267	267
02.	No. of Teaching Days	231	199
03.	Sanctioned Teaching Posts	17	23
04.	Teaching posts filled (Permanent)	08	12
05.	No. of Teachnical Staff (Permanent)	01	01
06.	Part-Time Teacher (management appointed)	10	-
07.	Part-Time Teacher (Govt. appointed)	00	10
08.	Teacher Student Ration (with PTT/GL)	1:59	1:53
09.	Teacher Student Ration (without PTT/GL)	1:147	1:158
10.	% of Ph.D.	5	25
11.	% of M.phil.	10	25
12.	% Teacher invited as Resource Person	5	16.67
13.	Total RC/OP attended by Permanent Teachers	12	16
Criterion III : Research, Consultancy and Extension			
01.	Seminar Organized by the College in last 5 years	01	07
02.	Research projects	NIL	03
03.	Research Publication		

	a) International Journal	05	01
	b) National Journal	03	51
	c) College Publication	NIL	02
	d) Books (Chapter/Topic)	03	16
04.	Seminar Papers		
	a) International Seminar	02	08
	b) National Seminar	03	26
	c) Other Seminar	02	02
05.	No. of extra curriculum activities	02	10
06.	No. of extension activities	20	25

Criterion IV : Infrastructure and Learning Resources

01.	Avg. no. students visited library per day	10	49
02.	Stock of Books	6300	15978
03.	No. of text book	5056	12120
04.	No. of Reference book	1244	3858
05.	No. of Magazine & Journals	07	07
06.	No. of Titles	1591	2574
07.	No. of Volumes	1698	2669
08.	No. of CDs	07	52
09.	Open access system in Library	No.	Yes
10.	Carpet area of the Library (Sq. Mt.)	27.87	149
11.	% of library budget to total budget	5.75	8.0
12.	Avg. Books issued/returned per day	10.5	19
13.	No. of users visit per month	224	812
14.	Ratio of books to students	5.33:1	8.41:1

15.	Computer Terminal	02	08
16.	Department with Computer Terminal	01	07
17.	No. of Computer in the College	10	65
18.	Amt. spent for computer maintenance	3,097/-	60,000/-
19.	Male Hostel Capacity	60	100
20.	Ladies Hostel Capacity	80	80
21.	Gymnasium	No.	Yes
22.	Cycle Stand	Temporary	Permanent

Criterion V : Student Support and Progression

01.	No. of students	1177	1901
02.	% of Drop out	17	21.5
03.	No. of students with Free-ship	142	278

Criterion VI : Governance, Leadership & Management

01.	Teaching to Non-Teaching staff ratio	20:12	36:11
02.	Grant-In-Aid	44,44,285/-	1,01,74,711/-
03.	Fees Collected	2,59,255/-	22,59,310/-
04.	% of salary to faculty to total budget	52.07	53.90
05.	% of salary to NTS to total budget	17.41	25.00
06.	% of spending on books purchase to total budget	3.68	0.05
07.	% of spending on journal purchase to total budget	0.90	0.04
08.	% of spending on building construction to total budget	11.20	5.46
09.	% of spending on maintenance construction to total budget	5.43	13.3
10.	% of spending on academic activities to total budget	1.97	0.12
11.	% of spending on research & Teaching aids to total budget	22.23	2.09
12.	No. of G.B. Meeting held	07	06

Appendix-5

SWOT ANALYSIS OF THE COLLEGE

Strength

- ✦ As the college is rural based and many students are first generation learner, the relationship of student and teachers are very informal and integrated.
- ✦ Santali department of our college run both honours and P.G. courses which has great strength of catering the needs of the S.T. students of the district.
- ✦ A congenial physical and social environment prevails in the campus with least internal and external disturbance.
- ✦ Committed staffs are one of the great assets of the College.
- ✦ A few teachers of the College are also exposed to the teaching in University and other Colleges.

Weakness

- ✦ The College is running without any full time permanent Principal since 2007.
- ✦ College does not have adequate number of teaching staff which leads to pathetic student teacher ratio.
- ✦ A few departments are running without any full time teachers since inception of the department.
- ✦ As the college is rural based crème-dela-crème of students do not prefer to join here.
- ✦ The sowing season and harvesting months hamper the student's class attendance as most of the poor rural students should pursue agricultural activities for their very existence.
- ✦ In consequent to the Government order the College has to deposit 50% of the fees collected by the college has to deposit in to the Government exchequer, it actually deter us to materialize our development plans.

Opportunity

- ✦ A good number of applicants for admission are rejected due to lack of seats. There is a room for increase in the admission capacity provided vacant teaching posts are filled.
- ✦ Inherent physical agility of the students of tribal community can be best utilized to develop the sports and other physical activities in the College. Nearly 40% students are of Tribal Community.

Threat

- ✦ Socio-economic backwardness of most of the students is a major challenge before the institution for achieving its goals.
- ✦ Non-availability of Principal and adequate number of full time permanent teachers are big challenges before us.
- ✦ Inadequate number of other administrative and supporting staff impact negatively.

Appendix-6

COLLEGE AFFILIATION G.O. & CERTIFICATE FROM UNIVERSITY

Government of West Bengal
Department of Higher Education
University Branch
Bikash Bhavan, Salt Lake, Kolkata-91

No. Ds - Edn(U)
EH/1U(SKB)-09/10

Dated, Kolkata, the 5th January, 2011.

NOTIFICATION

In exercise of the power conferred by sub-section(3) of Section 5 of the Sidho-Kanho-Birsha University Act, 2010 (West Ben. Act XII of 2010), the Governor is pleased hereby to appoint the 6th day of January, 2011 with effect from which such colleges existing within the limits of the district, referred to in clause (7) of Section 2 of the Sidho-Kanho-Birsha University as specified in the Schedule below shall be deemed to be affiliated to the Sidho Kanho-Birsha University and continue to be so affiliated until the University otherwise directs and shall cease to be affiliated to the University of Burdwan or any other University to which they may have been affiliated before the said date except any College declared as University College of the University of Burdwan before the appointed date, subject to the conditions that the powers and jurisdiction exercised by the West Bengal University of Technology and the West Bengal University of Health Services shall not be affected by this notification

SCHEDULE

Sl. No.	Name of the College	Year of Establishment
Degree College (Govt. Sponsored/Aided)		
1	Achhruram Memorial College, P.O. - Jhalda - 723202, Dist - Purulia, Ph. & Fax 03254-255255/9434073451 (Principal. E-mail: achcollege@yahoo.co.in)	1975
2	Ananda Marg College, Anandanagar, P.O. - Baglata - 723251, Dist - Purulia, Ph. 03254-260266	1956
3	Arsha College, P.O. - Arsha, Dist - Purulia, Ph. 9732061588	2009
4	Balarampur College, P.O. - Rangadih - 723143, Dist - Purulia, Ph. 0333320120 (Principal)	1985
5	Bandwan Mahavidyalaya, Vill - Chilla, P.O. - Jitan, Dist - Purulia, Ph. 9635637699 (TC)	2010
6	Barabazar Bikram Tudu Memorial College, P.O. - Harabhum - 723127, Dist - Purulia, Ph. 03253-250262 / 258389	2006
7	Bikramjeet Goswami Memorial College, Ranchi Road, Joypur, P.O. - Garh Joypur, 723201, Dist - Purulia, Ph. 9434372977	2009
8	Chitta Mahato Memorial College, P.O. - Jargo, Dist - Purulia	2010
9	J.K.College, P.O. & dist - Purulia - 723101, Ph. 03252-222416/228744(Fax) / 9434018107(Principal). E-mail: jkoprincipal@yahoo.co.in	1948 (Rihar)
10	Kashipur Michael Madhusudan Mahavidyalaya, Kaxhipur, P.O. - Panchakoteraj - 723132, Dist - Purulia, Ph. 03251-317312/02460500(Fax)/9434068509(Principal). E-mail: kashipur_mmm@yahoo.in .	2000
11	Kotesila Mahavidyalaya, P.O. - Judaru, Dist - Purulia	2010

in October 2011



ATTESTED

golu
31/12/15

Teacher-in-charge
Manbhum Mahavidyalaya
Manbazar, Purulia

✓ 12.	Mahatma Gandhi College, Lalpur P.O.-Daidiali-723101, Dist - Purulia Ph. 03252-240251	1981
✓ 13	Manbhumi Mahavidyalaya, P.O - Manbazar - 723131, Dist - Purulia, Ph. 03253-255632.	1986
14	Netaji Subhas Ashram Mahavidyalaya, P.O. - Sula - 723212, Dist - Purulia, Ph. 9932342784 / 9434689190, E-mail: principal@nsampr.org.	1985
15	Nistarini Collge, P.O. & Dist - Purulia - 723101, Ph. 03252-223004	1957(CU)
16	Panchakot Mahavidyalaya, Sarbari, P.O. - Netuna, Dist - Purulia, Ph 03251-252267	2000
17	Raghunathpur College, P.O. - Raghunathpur - 723133, Dist - Purulia Ph. & Fax - 03251-256235 / 9434059500(Principal), E-mail: mnpur_coll@rediffmail.com.	1961
18.	Ramananda Centenary College, P.O. - Laulara - 723151, Dist - Purulia, Ph. 03253-259521 / 9434540289, Fax 03253-259217, E-mail: rccollge@yahoo.com.	1971
19.	Santaldih College, Ushir, P.O. Chaitanmahul, Dist - Purulia, Ph. 9932008001.	2008
B. Ed. College (Govt. Sponsored / Aided)		
✓ 1	Sponsored Teachers Training College, P.O. & Dist - Purulia - 723101, Ph & Fax 03252-222323 / 9434657244 (Principal), E-mail: sttcollegepurulia@rediffmail.com, Website: www.sttcollege.org.	1964
B. Ed. College/Institute (Private Non-Govt. Non-Aided)		
✓ 1	Jeeban Mahato Teacher's Training Institute, Paharigora, P.O. - Deoli - 723146, Dist - Purulia, Ph. 03251-318576/260686(Fax), 7002058364(Principal), E-mail: dmjti@gmail.com	2008
✓ 2	Manbhumi Institute of Education & Social Science, Tata Road, P.O. - Dulmi-Nadiha-723102, Dist - Purulia, Ph 03252-225247 / 9434246554(Principal)	2006
✓ 3	Vidyasagar Foundation School of Education & Training, Vill - Tamna, P.O. - Simulia - 723102, Dist - Purulia, Ph 9233620860 / 9434198929(Principal), E-mail: vstt.tamna@rediffmail.com.	2008
Private Self-financing Professional Institute		
1	Bengal Institute of Science & Technology, Tata Road, P.O. - Dulmi- Nadiha-723102, Dist - Purulia, Ph. 03252-225247 / 9932711293(TC)	2001

By the order of the Governor.

Principal Secretary to the
Govt. of West Bengal

ATTESTED

Teacher-in-charge
Manbhumi Mahavidyalaya
Manbazar, Purulia

Critical feedback/Approval of new Institutes, 12508



SIDHO-KANHO-BIRSHA UNIVERSITY

P.O – Purulia Sainik School, Ranchi Road, Dist-Purulia, WB - 723104

Office of the Registrar
Ph : 03252-202449, e-mail: registrar@skbu.ac.in

Ref : R/Aff/1344/SKBU

Date : 28.12.2015

This is to certify that Manbhum Mahavidyalaya, At – Jharbagda, P.O & P.S - Manbazar, Dist- Purulia, West Bengal-723131 is affiliated to the Sidho-Kanho-Birsha University, Dist- Purulia, West Bengal since 2011 and recognized by the University Grant Commission [2f – 9/21/2010(cpp-1/PU) dt. 07.01.11] and the following Courses/Subjects are taught in the said college as per approval.

Sl No	Name of the Course(s) and Duration	Affiliation		Period of Validity for the year(s)
		Permanent	Temporary	
(I)	Three year B.A. Honours Courses in Bengali, English, Santali, History, Geography, Economics, Pol. Science	Permanent		
(II)	Three year B. A. General Courses in Bengali, English, Santali, History, Geography, Economics, Pol. Science, Sociology, Education & Phy. Education & Sanskrit	Permanent		
(III)	Three year B.Sc Honours Courses in Mathematics & Computer Science	Permanent		
(IV)	Three year B.Sc General Courses in Physics, Chemistry, Mathematics, & Computer Science.	Permanent		
(V)	Three year B. Com Honours Courses in Accountancy	Permanent		
(VI)	Three year B. Com General Courses in Accountancy	Permanent		


(Dr. Nachiketa Bandyopadhyay)
Registrar.

Registrar
Sidho-Kanho-Birsha University
Purulia



ATTESTED

Teacher-in-charge
Manbhum Mahavidyalaya
Manbazar, Purulia



Appendix-7

UGC GRANT CERTIFICATE

 UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098

GRANT-IN-AID BILL

Name of the Section: Accounts Department.

1. Name of the beneficiary Institution: **Manbhum Mahavidyalaya**
ID No. **SKB-008** Manbazar, Purulia
S. No. **218118** West Bengal 723131

(Under University) SKB

2. Sanction number and date: F. **SKB-008/12-13** Date: **19-Feb-14** **14 MAR 2014**

3. Amount sanctioned : Rs. **165000**

4. Purpose of the grant-in-aid : **XIIth Plan College Developm Undergraduate**
General District

5. Head of Account : **1.B-(i)b**

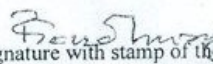
6. Designation and address of Authorized Officer: **Principal**

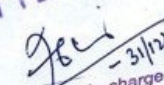
7. Payment Details:
(a) Name of the Bank : **State Bank of India, Purulia Branch**
(b) Account No.: **11377308072**
(c) Type of Account: **(SB/Current/Cash Credit)**
(d) IFSC Code: **SBIN0000160**
(e) MICR Code Branch: **723002002**
(f) Whether bank branch is RTGS or NEFT enable : **RTGS/NEFT/Both**
(g) Name & address of Account Holder: **Principal,**
Manbhum Mahavidyalaya
Manbazar, Purulia
West Bengal 723131

Received a sum of Rs. **165000**
Rupees **One lakh sixty five thousand only**
being the amount sanctioned vide sanction No. F. **SKB-008/12-13** Dated **19-Feb-14** **14 MAR 2014**
(Copy enclosed) for disbursement to the Principal,
Manbhum Mahavidyalaya

Certified that the conditions of the grant have been accepted by the grantee.
Necessary entries in GIA/Budget Control Register have been made.

**You are requested to confirm the receipt of the above amount in your account by
sending back the enclosed stamped receipt within 7 days.**


Signature with stamp of the Officer
Accounts Officer
University Grants Commission
Eastern Regional Office
Kolkata

ATTESTED

Teacher-in-charge
Manbhum Mahavidyalaya
Manbazar, Purulia



UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098
Phone : (033) 2335 4767
Fax : (033) 2335 0586
E-mail : ugcero_kolkata@yahoo.in

February, 2014

MAR 1964

Sanction No.218118

No: F.SKB-008/12-13(ERO)
✓ The Accounts Officer
Eastern Regional Office,
University Grants Commission,
Kolkata.

Sub: Release of 15% "Adhoc On account Grant" under the scheme of Under Graduate Development Assistance during XII Plan period.

Sir/Madam,

As per the decision taken in the Commission meeting held on 19th July 2012, 25% of allocation of XI Plan College Development Assistance was released as on account grant for XII Plan period. Now the Commission has decided to release up to 40% of GDA allocated to the individual colleges during XI plan period, including 25% of grant already released earlier to the colleges during XII Plan. Accordingly, I am directed to convey the sanction of the Commission for payment of Rs.165000/- to Manbhum Mahavidyalaya, Manbazar, Purulia, West Bengal 723131 for the XII Plan period as detailed below

XI Plan Allocation under GDA (Rs.)	25% of GDA grant already released (Rs.)		15% of GDA grant being released (Rs.)		Total grant released for XII Plan (40% of XI Plan allocation) (Rs.)	
1100000/-	Books & Journals	137500/-	Books & Journals	82500/-	Books & Journals	220000/-
	Equipment	137500/-	Equipment	82500/-	Equipment	220000/-
	Total	275000/-	Total	165000/-	Total	440000/-

	Total	275000/-	Total	165000/-
2.	The sanctioned amount is debitable to Head of Account as detailed below. (Capital Assets 35)			
		For SC 15% (Rs.)	For ST 7.5% (Rs.)	

Amount sanctioned (Rs.)	For General (77.5%) (Rs.)	For SC 15% (Rs.)	For ST 7.5% (Rs.)
165000/-	127875/- 1.B(i)(b)	24750/- 1B(i)h(i)b	12375/- 1.B(i)h(ii)b

3. The sanctioned grant may be treated as "Adhoc On account" grant for XII Plan. The allocation made now is Provisional Allocation and the final allocation would be made on finalization of XII Plan Guidelines. The grants sanctioned now would be adjusted against the XII Plan allocation to be made subsequently on the basis of assessment.

4. Further it may be noted that the college has to necessarily submit their XII Plan proposals claiming not less than the sanctioned amount for Books & Journals & Equipment as detailed above in their 12th plan proposals.

5. The amount of the grant shall be drawn by the Accounts Officer, UGC, ERO, Kolkata (Drawing and Disbursing Officer), University Grants Commission, on the Grant-in-Aid bill and shall be disbursed to and credited to grantee as above through Electronic mode as per the following detail

(a) Details (Name & Address) of Account Holder:

Details (Name & Address) of Account Holder:
Principal, Manbhum Mahavidyalaya, Manbazar, Purulia, West Bengal 723131.

(b) Account No.: 11377308072

(c) Name & Address of Branch: State Bank of India, Purulia Branch

(d) MICR Code of Branch: 723002002

(e) IFSC Code: SBIN0000160

(f) Type of Account: SB/Current/Cash Credit.

6. (f) Type of Account: SB/Current/Cash Credit.
The grant is subject to the adjustment on the basis of Utilization Certificate in the prescribed proforma submitted by the College/Institution.

7. The University/College shall maintain proper accounts of the expenditure out of the grants which are utilized only on approved items of expenditure and ensure proper labeling of the items purchased.

8. The University/Institution may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those don't have their own approved manuals of financial procedures may adopt the provisions of GFRs, 2005 and instructions/Guidelines there under from time to time.



ATTESTED

[Signature] 31/12/15

Teacher-in-charge
Manbhum Mahavidyalaya
Manbazar, Purulia

9. The Utilization Certificate to the effect that the grant has been utilized for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the closing of the current financial year. Balance grant will be released only on receipt of audit UC and Statement of Expenditure etc., signed by the Chartered Accountant.
10. The assets acquired wholly or substantially out of the University Grants Commission's grant shall not be disposed or encumbered or utilized for the purpose other than those for which the grant was given, without proper sanction of the University Grants Commission and should, at any time the College ceased to function, such assets shall revert to the University Grants Commission.
11. The University/College/Institute shall maintain a Register of Assets acquired wholly or substantially out of the Grants in the prescribed form.
12. The grantee institution shall ensure the Utilization of grants-in-aid for which it is being sanctioned/paid. In case of non-Utilization/part utilization, or mis-utilization of grants sanctioned by the Commission for the purpose for which these were approved and in accordance with the terms and conditions of the approval or does not furnish the required documents or is disaffiliated from the University the entire amount paid by the Commission shall be refunded by the College with **simple interest @ 10% per annum** as amended from time to time on unutilized amount from the date of drawl to the date of refund as per provisions contained in General Financial Rules of Government of India will be charged.
13. **The grants should not be used for Self-Financing/Unaided Courses.**
14. It may be noted that the accounts of the grant-in-aid institution shall be subject to inspection by Officers of the ERO, UGC, Kolkata.
15. **The interest earned by the University/College/Institute on this grants in aid shall be treated as additional grant and may be shown in the U.C./Statement of expenditure to be furnished by grantee institution.**
16. The University/College shall follow strictly the Government of India/UGC's guidelines regarding implementation of the reservation policy [both vertical (for SC, ST & OBC) and horizontal (for persons with disability etc.) in teaching and non-teaching posts.
17. The University/College shall fully implement the Official Language Policy of the Union Govt. and comply with the Official Language Act, 1963 and Official Languages (used for official purposes of the Union) Rules, 1976 etc.
18. The sanction issues in exercise of the delegation of powers vide UGC Order No. 130/2013 [F.No.10-11/12(Admn.IA&B)] dated 28/5/2013.
19. The University/Institutions shall strictly follow the UGC Regulations on curbing the menace of Ragging in Higher Education Institutes, 2009.
20. **The University/Institutions shall take immediate action for its accreditation by National Assessment & Accreditation Council (NAAC).**
21. The accounts of the University/Institutions will be open for audit by the Controller & Auditor General of India in accordance with the provisions of General Financial Rules, 2005.
22. The annual accounts i.e. balance sheet, income and expenditure statement and receipts and payments are to be prepared strictly in accordance with the Uniform Format of Accounting prescribed by Government.
23. Funds to the extent of Rs. _____ are available under the scheme.
24. This issue with the concurrence of UGC vide Diary No.192 (UGC) dated 09.01.2014
25. This issue with the approval of _____ vide Diary No. _____ dated _____

Yours faithfully,

(Dr. Mohammad. Arif)
Joint Secretary

Copy forwarded for information and necessary action to:

1. **Principal, Manbhum Mahavidyalaya, Manbazar, Purulia, West Bengal 723131.**
He/She is requested to abide by these instructions/Guidelines of sanction order
2. Registrar/ Director, Co-ordinator, College Development Council, SKB University
3. Auditor General, Govt. of West Bengal
4. The Secretary, Higher Education, Govt. of West Bengal
5. The Director of Public Instructions (Higher Education) Govt. of West Bengal

(Pooja Bhaumik)
Education Officer



ATTESTED

Teacher-in-charge
Manbhum Mahavidyalaya
Manbazar, Purulia

Appendix-8

CERTIFICATE OF COMPLIANCE



MANBHUM MAHAVIDYALAYA

(ACCREDITED BY NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL)
(AFFILIATED TO THE SIDDHOKANHO-BIRSHA UNIVERSITY)

Vir Ganganarayan Road
P.O:- MANBAZAR * DIST:- PURULIA * Pin-723131(West Bengal)
Phone & Fax No: (03253) 255632
Email: mb_college@rediffmail.com
Website: www.manbhummv.in

Ref. No MM/NAAC(A)/144/15

Date: 30.12.2015

Certificate of Compliance

(Affiliated/Constituent/Autonomous Colleges and Recognized Institution)

Certified that, Manbhum Mahavidyalaya, At-Jharbagda, P.S.- Manbazar, Dist-Purulia, PIN- 723131 fulfils all norms.

1. Stipulated by the affiliating University and / or
2. Regulatory Council/Body (such as UGC) and
3. The affiliation and recognition (if applicable) is valid as on date.
4. In case the affiliation by the University/recognition by the statutory body is withdrawn the same shall be informed to NAAC by the college immediately.

In case the affiliation/recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.


Asutosh Biswas
Teacher-In-Charge

Date: 30.12.2015

Place: Manbazar

Teacher-In-charge
Manbhum Mahavidyalaya
Manbazar, Purulia



Appendix-9

DECLARATION BY THE HEAD OF THE INSTITUTION



MANBHUM MAHAVIDYALAYA

(ACCREDITED BY NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL)
(AFFILIATED TO THE SIDHO-KANHO-BIRSHA UNIVERSITY)

Vir Ganganarayan Road

P.O:- MANBAZAR * DIST:- PURULIA * Pin-723131(West Bengal)

Phone & Fax No: (03253) 255632

Email: mb_college@rediffmail.com

Website: www.manbhummv.in

Declaration by the Head of the Institution

I certify that the data included in this Self Study report (SSR) are true to the best of my knowledge. This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced. I am aware that the Peer Team will validate the information provided in this SSR during the peer team visit.

Date: 30.12.2015

Place: Manbazar



Asutosh Biswas
Asutosh Biswas
Teacher-In-Charge

Teacher-In-charge
Manbhum Mahavidyalaya
Manbazar, Purulia

