



Yearly Status Report - 2016-2017

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	MANBHUM MAHAVIDYALAYA
Name of the head of the Institution	ASUTOSH BISWAS
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03253255632
Mobile no.	9434881646
Registered Email	mb_college@rediffmail.com
Alternate Email	iqac.manbhummv@gmail.com
Address	Village: Jharbagda, Post: Manbazar, District: Purulia
City/Town	Manbazar
State/UT	West Bengal
Pincode	723131

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	AMITAVA BANDYOPADHYAY
Phone no/Alternate Phone no.	03253255632
Mobile no.	9874359010
Registered Email	mb_college@rediffmail.com
Alternate Email	iqac.manbhummv@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://admin.manbhummv.ac.in/aqar/11_aqar1.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://admin.manbhummv.ac.in/aqar/5.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	73	2007	31-Mar-2007	30-Mar-2012
2	B++	2.78	2016	05-Nov-2016	04-Nov-2021

6. Date of Establishment of IQAC	03-Mar-2009
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
Initiation of setting up of Virtual Classroom	01-Jul-2016 365	1889
Installation of Solar Plants	01-Jul-2016 365	1925
A&A by NAAC	03-Oct-2016 3	1925
Digital search facility in the library	09-Dec-2016 365	1925
View File		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Manbhum Mahavidyalaya	Teachers Day Celebration	DPI, WB	2016 1	20000
Manbhum Mahavidyalaya	Youth Parliament	DPI, WB	2017 365	6500
Manbhum Mahavidyalaya	Virtual Classroom Setting	DPI, WB	2017 365	300000
Manbhum Mahavidyalaya	Online Admission Portal	DPI, WB	2016 365	50000
Manbhum Mahavidyalaya	Books & Equipment Grant	DPI, WB	2016 365	300000
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Systematic monitoring of the Women's Cell, AntiRagging Cell etc.

Initiating setting up of virtual classroom

A&A by NAAC

Initiating further electrification of the main block in the college campus

Initiating purchase and installation of solar plants

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Virtual classroom is to be set up	Grant for Virtual Classroom was received
Solar plants are to be installed	Solar plants were installed
Main block is to be electrified further	Main block was further electrified
Technology enabled teaching learning process is to be promoted	Number of teachers using technological support in classrooms increased
Gardens are to be cleaned more regularly	Number of instances of cleaning the gardens increased
Digital search facility is to be introduced in the library in phased manner	Required changes in database, module and Exe files in the existing College Administration software (XPERTpro) have been initiated
UGC 12th Plan Grant is to be spent on priority items	UGC 12th Plan Grant was spent on priority items in office equipment, library books, furniture and equipment, other furniture and fixtures and on computer and allied equipment
The college profile is to be presented to the NAAC peer-team	The college profile was presented to the NAAC peer-team

[View File](#)

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body of Manbhum Mahavidyalaya	18-Dec-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	03-Oct-2016
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	03-Jul-2017
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Manbhum Mahavidyalaya is pioneer in using the MIS named Visual XPERTpro. This software was first prepared and introduced in this college and later it was adopted by other colleges in its neighborhood. It is a complete software solution for college administration. This software helps the college for operational, tactical and strategic management. The list of modules currently operational - 1. Student Administration, 2. General Administration, 3. Teacher's Room, 4. Account, 5. Library, 6. Principal's Desk, and 7. System Supervisor.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Since Manbhum Mahavidyalaya is an affiliated college, it has no role in planning of syllabus and setting the number of lectures on each topic. These are set by Sidho-Kanho-Birsha University to which Manbhum Mahavidyalaya is affiliated. However, the teachers of Manbhum Mahavidyalaya deliver the lectures and finish the syllabus in a planned manner and the departments and the college regularly monitor the progress. At the beginning of every academic session, in departmental meetings, teachers distribute the syllabus among themselves. Throughout the session, in repeated departmental meetings, the progress of syllabus coverage is monitored and in case any lapse is observed, appropriate adjustments are taken to complete syllabus within the stipulated time. Teacher-in-charge of the college systematically sits with the departmental heads to ensure that they receive full support from the institution for completion of syllabus in due time. Teachers are regularly motivated to use projectors, LCD monitors and online resources to deliver the content of the curriculum in a

more student-friendly manner. The college tries to keep the whole learning procedure focused on three inter-connected dimensions - knowledge-orientation, examination-orientation and industry-orientation. Since the students are mostly from tribal population and/or economically backward areas and so have very little access to technological advancements of modern days, the technological tools are used in a balanced manner so that they do not feel alienated from the learning system. All the departments keep minutes of their meetings.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained

The college makes use of stakeholders' feedback software. The feedback from the relevant stakeholders are statistically analyzed to identify the scopes of further improvement and to identify the scopes of introducing fresh measures for institutional developments. The identified problems are then presented to the IQAC meetings. The IQAC members reflect on the problems and if they think fit, IQAC forwards recommendations to the Governing Body of the College. After interaction between the IQAC and the College GB, the problem zones are addressed and remedial measures are taken.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Accountancy (Honors)	40	1	0
BSc	Mathematics (Honors)	25	41	15
BSc	Computer Science (Honors)	40	57	26
BA	Santali (Honors)	56	109	30
BA	History (Honors)	71	178	63
BA	Political Science (Honors)	30	59	20
BA	Economics (Honors)	15	4	1
BA	English (Honors)	56	135	35
BA	Geography (Honors)	31	217	20
BA	Bengali (Honors)	62	394	55

[View File](#)

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	1889	0	16	0	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
26	10	4	4	4	2

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

There is no formal student mentoring cell in the college. But, systematic student mentoring process is incorporated in other activities, such as – FRESHERS' WELCOME: On their first day of class at the college, the first year students are oriented by the TIC, the departmental heads and the students' union to the institution, its disciplines, examination procedures, office activities, grievance redressal system, women's cell, students' union, sports and cultural activities and other programs. It is taken care of that the students become well-acquainted with their rights and duties. In the first class, the respective departments orient the freshers to the syllabus, question paper pattern, numbering system and other requirements of their courses. The career opportunities related to their subjects are also discussed. TUTORIAL CLASSES: Slow-learners identified by class tests and during teaching in classes are served by tutorial classes. REMEDIAL COACHING: SC ST students are served specially by the remedial classes. PARENT-TEACHER MEETING: It is taken care of that the students get full support from their parents/guardians for fostering of their potentials through coordinated attempts by the parents and teachers. The personal issues, drawbacks and advantages are also discussed. Hindrances to their regular attendance at classes are also attempted to be resolved. EXTRA-CURRICULAR ACTIVITIES: Students are always encouraged by teachers to take part in games sports, cultural activities, debates, quizzes, extempores etc. They are also advised to take part in seminars, workshops and short career building courses. All events in the college are organized with active participation and involvement of the students. Leadership quality is promoted. They are also involved in decision making procedures as far as practicable. In the context of different observances, they learn about values and ethics of life.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1889	16	1:118

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
24	16	8	5	3

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2017	PALLAB KUMAR DAS	Assistant Professor	JRF

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
No file uploaded.				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

According to University guidelines, the college has to take periodic evaluations and send to the university the results of the students. However, beyond the parameters set by the University, all the departments, as per suitability of their curriculum, take regular class tests and monitor progress of the individual students. The regularity of the class tests are monitored by the respective departments and this in turn is monitored by the college authority. Tutorial and Remedial classes are also organized.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar was prepared for the session 2016-17 at the beginning of the session. This session was the last session in Manbhum Mahavidyalaya that admitted students in the non-semester system. However, the year-end examination schedule is finalized by the university and so the college has to make adjustments in its academic schedule as and when necessary. So, it is not possible for the college as an affiliated college to strictly adhere to the academic calendar it prepares. But, when the college changes its academic calendar in the middle of the year, it is taken care of that the changes are focused on the best interest of the students.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://admin.manbhummv.ac.in/agar/6_agar1.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
COSH	BSc	Computer Science (Honors)	11	4	36.36
BNGH	BA	Bengali (Honors)	30	27	90.00
ENGH	BA	English (Honors)	13	5	38.46
HISH	BA	History (Honors)	18	10	55.56
SNTH	BA	Santali (Honors)	14	10	71.43
GEOH	BA	Geography (Honors)	18	8	44.44

BSC	BSc	General	1	0	00.00
BA	BA	General	222	83	37.39
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://admin.manbhummv.ac.in/agar/7_agar1.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Bengali	2	0
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Santali	2
History	4
Bengali	5
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	5	3	7	6
Presented papers	10	5	0	0
Resource persons	0	6	0	0
No file uploaded.				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Imparting Pre-schooling Education	NSS	3	140
Rally for Aids Awareness	NSS	3	140
Village Survey	NSS	4	140
Rainwater Harvesting	College	4	0
No file uploaded.			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
23	23.6

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	

[View File](#)

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Visual XPERTpro Module: Library	Partially	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
View File			

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	63	1	1	0	0	1	18	50	0
Added	0	0	0	0	0	0	0	0	0
Total	63	1	1	0	0	1	18	50	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0.5	0.56	1.5	1.77

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory,

library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

All physical, academic and support facilities within the college are visited by the GB Members once a year. Besides, the Teacher-in-Charge pays all these facilities periodic visits. In case, in between, any facility needs attention, the respective person in charge of that facility informs the Teacher-in-Charge and the Teacher-in-Charge, up on verification, issues fresh funds for repair. All computers and some machines in the college are covered by AMCs. For other electronic and electric appliances, local mechanics are called when needed. Periodic servicing of all machines is carried out. Gardens are maintained by the NSS. But, professional gardeners are also appointed for this purpose. Regular dusting, sweeping and cleaning of the classrooms, library, office rooms, laboratories, storages, shelves, toilets, other rooms and all the passages and stairs, college gates, streets and gardens etc. are a top priority of the college authority. If an appliance is found not worth repairing, it is sold and new appliance is bought at that place. If any appliance is no more used or stays unutilized due to infrastructural improvements or modernization, such outdated appliances are also sold. College gives special attention to cleanliness and to getting riddance from wastes. The college considers that completion of buying and installing of any new equipment occurs only when it comes into practice of regular usage.

<https://admin.manbhummv.ac.in/aqar/8.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!			
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal

0	0	0
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5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

There is an active Students' Union in the college. They work yearlong for the welfare of the students. The Students' Union is formed as per the University statute and WB Govt. orders. From different streams, class representatives are elected. They decide the office-bearers of the Union. The representatives of the Students' Union are placed in Committees and the College GB.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

An Alumni Association was formed in 2004 and it worked regularly till 2008. But, after 2008, its function has practically become nil. At present, there is no registered Alumni Association of the College. However, many ex-students occasionally informally meet among themselves and meet with the Teacher-in-Charge in semi-organized manner. They express their concerns and suggest improvement measures for the college. Many ex-students come to college occasionally and meet personally with the senior faculty members.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. DECENTRALIZATION: Several committees and subcommittees operate in a systematic manner for different purposes, e.g. anti-ragging cell, women's grievance cell, cultural committee, seminar committee, examination committee, students' grievance redressal cell etc. 2. PARTICIPATIVE MANAGEMENT: Representatives of teaching staff, non-teaching staff, students and alumni are incorporated in different committees as far as practicable.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Admission of students is done online and strictly by merit. The procedure is guided by the University statute and the WB Govt. orders.
Industry Interaction / Collaboration	The college has not made any industry interaction or collaboration during the year.
Human Resource Management	In the reporting period, five full time faculties have joined the college. Still, the college lacks enough number of full time faculties and it has no appointed principal since 2007. The teaching job largely depends up on the part time teachers and the guest teachers. The TIC regularly monitors that classes are systematically taken by the teachers. If any student is absent over a long period of time, such student is contacted by the department.

	Besides, the TIC monitors that the non-teaching staff are apt in finishing jobs in due time. Alumni Association is regularly made involved in the activities of the college.
Library, ICT and Physical Infrastructure / Instrumentation	Library books, furniture and equipment have been freshly added during the year. An LCD screen has been bought. Furniture and other equipment have been bought for office and classrooms. To cut the cost of electricity, Solar plants have been installed.
Research and Development	The college has no scope at present for conducting research and development works.
Examination and Evaluation	Year-end examinations and evaluations are conducted by the University. However, the departments take regular class tests and monitor students' progress.
Teaching and Learning	By distribution of syllabus at the beginning of the academic year and with help of regular departmental meetings throughout the year, teachers complete the syllabus in due time. Technological tools are used extensively to make the learning process entertaining, interesting and fruitful. Departmental tours are organized as per the requirements of the courses.
Curriculum Development	Manbhum Mahavidyalaya being an affiliated college is not authorized to develop its own curriculum. The curriculum is set by the Sidho-Kanho-Birsha University to which Manbhum Mahavidyalaya is affiliated.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	E-governance is used partially through the MIS software.
Administration	E-governance is used partially through the MIS software.
Finance and Accounts	E-governance is used partially through the MIS software.
Student Admission and Support	Admission is done through online application and admission information is published in the website of the college.
Examination	E-governance is not present.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee

of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	1	17/11/2016	07/12/2016	21
Refresher Course	1	04/01/2017	24/01/2017	21
PhD Coursework	1	01/12/2016	31/01/2017	60
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
5	5	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
No Data Entered/Not Applicable !!!		

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

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. For external audit, auditor is appointed from the office of the D.P.I from time to time.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	IQAC
Administrative	Yes		No	

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Parent-Teacher Association has not been established in this college.

6.5.3 – Development programmes for support staff (at least three)

None

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Prospects of starting an English Language Lab is being evaluated 2. Possibilities of up-gradation of physical infrastructure is being evaluated 3. Teachers are being encouraged to publish more books and research articles in professional peer reviewed journals 4. Government authorities are being contacted for employment of more faculty members and administrative staff

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

- The college observes Plantation as an annual program
- The college observes World Environment Day as an annual program
- The college declared its premises 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.
- The college has established Solar Plants as an alternative source of energy.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	4	3	01/07/2016	365	Rainwater Harvesting, Village Survey, Rally for Aids Awareness, Pre-schooling	Preservation of water, Gardening, Awareness about socio-economic condition of the local villages, Aids Awareness, Pre-school Education	200

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Sidho-Kanho-Birsha University First Statutes	01/07/2016	The university statute launched on 14 October 2014 is followed by the college.
West Bengal Govt. Orders	01/07/2016	The West Bengal Govt. Orders issued from time to time are followed by the college.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			

[View File](#)

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Annual initiative for plantation 2. Regular supervision that campus stays plastic-free 3. Maintaining the campus as No Smoking Zone 4. Regular maintenance and periodic beautification of gardens 5. Provision of plenty of garbage cans at different places 6. Reducing use of paper and going to digital communication as far as practicable

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Mapping Stakeholders' Expectation - The college tries to explore the expectations of the students, teachers and parents about institutional provisions including curriculum. 2. Preserve Greenery and Make Environment Pollution-Free - 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 the NSS units for maintenance of the greenery.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://admin.manbhummv.ac.in/agar/9.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

As the college is rural based and many students are first generation learner, the student and teachers are very informal and integrated. Santali department of our college 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 staff 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.

Provide the weblink of the institution

<http://manbhummv.ac.in>

8.Future Plans of Actions for Next Academic Year

With the recommendations put forward by the NAAC Peer Team in their Report, Manbhum Mahavidyalaya plans to implement the suggestions in timely manner as and when funds will be available. Besides, the college will aim in the coming year to set up a virtual classroom, revamp the sports and laboratory equipment, electrify the land and building further, and promote ICT. The college will try to improve the result of the students by providing them more scope for taking assistance from teachers outside the class rooms. Additionally, the college aims to inspire teachers for more publications, for attending seminars workshops, refresher courses, faculty development programs, orientation programs etc. The teachers must also undertake more funded research programs and increase qualification by pursuing PhD post-doctoral researches. The college also plans to organize some national level seminars and conferences. Special focus will be on revamping the library building and furniture, cleaning the books and introducing fuller automation. The college further aims to integrate itself more with the locality through activities carried out by its NSS units in the adopted villages.

