



# **SELF STUDY REPORT**

**FOR**

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

## **BIRSA MUNDA COLLEGE**

**BIRSA MUNDA COLLEGE P.O. HATIGHISA, P.S. NAXALBARI DIST.**

**DARJEELING**

**734429**

**[birsamundacollege.ac.in](http://birsamundacollege.ac.in)**

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**August 2024**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Established in 2018, Birsa Munda College is a pioneering institution located in the Terai region of Darjeeling District, West Bengal. As the only Hindi Medium College in this area, it serves as a vital educational hub amidst the lush tea gardens and rural communities of Hatighisa and its surroundings. The college is committed to providing quality education to marginalized populations, particularly those from the tea garden areas, and embodies a vision of accessible education and social upliftment.

The college's logo reflects this vision, originally featuring the phrase "one-bud-two-leaves" (ekti-kuri-duti-pata), which holds special significance in the tea garden region. The bud was replaced by a pen to symbolize the dissemination of education in these areas, and it is complemented by the shloka "Asatoma Sad Gamayo," representing the institution's mission to lead from ignorance to enlightenment.

Spanning six acres, Birsa Munda College is a co-educational degree college affiliated with the University of North Bengal. It is strategically located in the heart of the "Chicken-Neck Corridor," a crucial juncture linking eight northeastern states with the rest of India. This corridor, marked by its shared international borders with Bangladesh, Bhutan, Nepal, and the Tibetan Autonomous Region of China, underscores the college's significance as a gateway to the country.

Accessibility is a key feature of Birsa Munda College's infrastructure. It is well-connected by air, rail, and road. The nearby Bagdogra Airport, just 9 km away, offers air travel options, while Siliguri Junction and New Jalpaiguri Station (NJP), located 18 km and 22 km away respectively, serve rail commuters. Additionally, the college is conveniently located near Asian Highway 2 and National Highway NH-31, providing easy road access for students and faculty.

Beyond its role as an academic institution, Birsa Munda College embodies a spirit of resilience and empowerment, inspired by its namesake, the iconic tribal freedom fighter. Rooted in the ethos of resistance and community empowerment, the college serves as a beacon of hope for first-generation learners and Hindi-speaking students in the region. Through a steadfast commitment to academic excellence, community engagement, and cultural preservation, Birsa Munda College continues to make a significant impact on the educational landscape of the Terai region, shaping a brighter future for its inhabitants.

### **Vision**

True to its logo, which symbolises the institution's commitment to igniting the light of education in the nearby tea garden areas, Birsa Munda College aspires to be a cornerstone in fostering educational, economic, and social development. The college is dedicated to serving individuals from remote areas with limited access to higher education opportunities, striving to bridge the gap and enhance opportunities for advancement in these underserved communities.

### **Mission**

1. To make education accessible to all students across social and economic boundaries.
2. To identify and support the strength of each and every student.
3. To inspire students to achieve a balance between their academic goals and life values.
4. To promote interdisciplinary education that facilitates creative and critical thinking along with a problem solving attitude.
5. To nurture leadership qualities among students and inspire them to be future changemakers.
6. To collaborate and network with other institutions of higher learning in order to expand access to quality education, foster innovation, and prepare students for success in an increasingly interconnected world.

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

### **Institutional Strength**

- The only Hindi-medium General Degree college in the region.
- College right on the Asian Highway, enabling easy accessibility.
- Student-friendly staff.
- A robust administrative unit that is active as well as responsive.
- Qualified and dedicated faculty members who bring in a wide range of expertise from their respective disciplines.
- An active NSS Unit which conducts year round activities that include but are not limited to free health check-ups and awareness camps.
- Gender sensitive campus (washroom + common room), with more female students.
- Respectful towards all minority groups with special care provided to students from underprivileged backgrounds with respect to admissions, scholarships, financial help, as well as other non-financial support.
- An enthusiastic student body who is always eager to participate in inter-/intra-college cultural, sports, and social activities.
- Celebration of all national and international days of historical and cultural significance.
- Zero tolerance towards ragging be it social, mental, or physical.
- WiFi-enabled campus and classrooms fitted with projectors that facilitate the use of technology as teaching aids.
- Clean drinking water facilities for staff and students.
- Parking facilities for staff and students.
- Sanitary napkin vending machine installed in the female students' washroom.
- A safe and secure campus with 24x7 CCTV monitoring and guarded entry-exit point.

### **Institutional Weakness**

- Scarcity of classrooms.
- Teacher: Student Ratio
- Insufficient computers for staff and students.
- No electricity or power back-up facilities which make the internet connection unreliable.
- Lack of funds slowing down the process of infrastructural development.
- Seminar Hall lacking a proper sound system as well as permanent seating arrangement. \
- Insufficient Digital Classrooms

- Playground

### **Institutional Opportunity**

- Exploring the options for more faculty exchange programmes.
- Organise hands-on training programme for students interested in appearing for various competitive examinations.
- More buildings can be constructed subject to availability of Government funding.
- PG Courses can be introduced. Science stream to be introduced.
- Internship opportunities can be created for the students by partnering with the local organisations (admin)/NGOs.
- Creating an SSM android application ensuring greater effective communication with the student body at the tip of their fingers.
- E-content by teachers can be developed.
- The frequency of Skill oriented workshops and seminars could be increased
- Fund generation for enhancing the IT facilities for students and teachers can be done to provide more digital access in teaching and learning.
- The college management could make repeated appeals top the Government for the creation of new teaching and non-teaching vacancies.
- The college intends to begin an NCC unit, so that more students can become NCC cadets.
- Mental Health (ROOM).
- College Alumni Association will be strengthened to create a more stronger and affective bond with the institution.
- The institution has also applied for the study centre from IGNOU with the aim to help those students who wants to learn through distance mode.
- The college will furthermore search for benefactors and patrons, who can generously contribute to the welfare of the College.
- A research centre focused on local history and indigenous culture could be introduced.
- There is a great opportunity of opening more skill enhancement courses in the college as specified in the New Education Policy.

### **Institutional Challenge**

- Lack of adequate government funding is adversely affecting the attempts to develop the infrastructure of the College.
- Financial management is challenging due to extreme paucity of fund and limited scope for capital generation.
- The college faces immense challenges while planning to organize National and International Seminars due to lack of fund.
- Since majority of the students belong to the low socio economic group (ST/Women), this bars them in going ahead in their desired field.
- The introduction of New Education Policy from the forthcoming session can bring forth a lot of challenges as it implies many academic changes. The institution has been adjusted to CBCS for a very short time. Preparedness for the sudden change is not total and can be a big challenge to the academia and administration of the college.

- To bridge the academic gap from school education to that of College education
- Innovation with regard to pre-given University syllabus

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

Birsa Munda College, affiliated with the University of North Bengal, follows the University-prescribed curriculum, implementing a structured approach to ensure effective delivery. Established in 2018, the college uses the Choice-Based Credit System (CBCS) to offer flexible course selection. Each semester, departments develop detailed teaching plans and schedules based on a biannual master timetable created by the Routine Committee. The academic calendar provides key dates, while syllabi and topic breakdowns are distributed to students at the start of each session. The college enhances traditional teaching with ICT tools, such as PowerPoint presentations and videos, and incorporates practical sessions, field trips, and guest lectures. Students engage actively through discussions, presentations, and projects. The assessment system includes continuous internal evaluations and final exams overseen by an examination committee. The library supports academic pursuits with essential resources, and faculty members are encouraged to participate in development programs and contribute to curriculum development at the University level. The curriculum also addresses interdisciplinary issues, including Gender Studies, Environmental Studies, and Human Values and Professional Ethics. Gender-focused content spans several subjects, with the Gender Cell and NSS conducting awareness programs and events. Environmental Studies involves theoretical and practical learning, supported by fieldwork and the Eco-Club's sustainability activities. Courses in Human Values and Professional Ethics encourage community service and discussions on societal issues. Birsa Munda College's comprehensive approach ensures a robust educational experience, integrating modern methods and addressing key social and ethical topics.

### Teaching-learning and Evaluation

Birsa Munda College excels in fostering innovative and inclusive learning through diverse teaching methods and cutting-edge technology. The college emphasizes interactive approaches such as audio-visual aids, Google Classroom, fieldwork, and projects to engage students and enhance their learning experiences. Practical courses and field studies are integral to the curriculum, providing real-world application of knowledge.

Information and Communication Technology (ICT) tools play a significant role in student engagement. Students use e-journals, GPS for research, and online report submissions. The college has incorporated internships and apprenticeships post-pandemic, and various departments integrate digital tools for activities like drama productions and Youth Parliament sessions. Additional activities, including industrial visits and museum trips, further enrich the learning environment.

Beyond academics, Birsa Munda College promotes social responsibility through clubs and outreach programs, such as tree plantation drives. The campus is equipped with Wi-Fi for seamless ICT use, and educational materials are shared via the college website and other digital platforms. The library uses Koha software to support e-learning.

The college's commitment to inclusivity is evident in its support for economically disadvantaged students and first-generation learners. Teachers provide guidance through induction programs and customized curricula, ensuring tailored support. Assessments include tests, projects, and seminars, with Mentor-Mentee groups

addressing individual needs.

The assessment and evaluation process adheres to the University of North Bengal's guidelines under the Choice Based Credit System (CBCS). Internal assessments account for 20% of theoretical courses and 60% of practical courses, with attendance contributing to grades. Online submission and transparency are maintained, with regular updates and grievance redressal mechanisms in place. During COVID-19, online exams and parent-teacher meetings adapted to ensure continuity.

Birsa Munda College emphasizes outcome-based learning with clear Program and Course Outcomes (POs and COs) communicated through various platforms. The college employs a structured approach to teaching, including continuous assessments, student feedback, and faculty development. By integrating innovative pedagogy, technology, and social responsibility, Birsa Munda College prepares students for academic success and societal contribution.

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

Birsa Munda College, committed to fostering innovation and embracing the Indian Knowledge System (IKS), has made significant strides in academic and extracurricular domains. Despite its remote location, the college encourages faculty research and collaboration. Notably, faculty members have participated in national and international workshops, such as a translation workshop by Sikkim University and ICSSR, and a SUSI fellowship at the University of Montana.

The college enhances student learning through seminars and events. The History and Political Science Departments hosted an International Seminar on “Understanding North Bengal,” contributing valuable regional insights. Cultural integration is a focus, with lectures conducted in both English and local vernacular, and events like the Food Sociology event promoting cultural exchange.

Student empowerment is key, with programs designed to build confidence and uncover hidden talents, particularly among those from the tea-garden belt. Although the college does not offer science or technical courses, it supports students through event planning and execution. ICT integration supports modern teaching methods with basic tools and free campus Wi-Fi, while the curriculum incorporates India's spiritual and cultural heritage.

Yoga and well-being are emphasized through NSS-organized yoga camps, promoting physical and mental health. Community partnerships, such as the MoU with the Sumita Cancer Society, offer research and educational opportunities related to cancer prevention.

Birsa Munda College also excels in extracurricular activities. The football team secured 1st place at the NBU Football Tournament in 2022, with Bivash Sawaria named Man of the Match. In badminton, Sourav Biswakarma reached the semi-finals at NBU in 2023. Cultural achievements include 2nd place at the Suryasen Mahaidyalaya Intercollegiate Cultural Fest in 2020 and notable individual successes in state-level events and recitations.

Overall, Birsa Munda College's dedication to academic excellence, cultural engagement, and innovation underscores its role in providing a holistic educational experience while contributing positively to its community.

## **Infrastructure and Learning Resources**

Birsa Munda College, founded in 2018, is the only Hindi medium institution in the Terai region of Darjeeling District, West Bengal, catering to the rural tea garden communities. The 6-acre campus features a U-shaped building with academic and administrative facilities. It hosts 18 classrooms, including two ICT-enabled ones with multimedia resources, and a central Seminar Hall for up to 300 people, supporting cultural and academic events.

The campus includes a central garden and smaller green spaces, with plans for a sports ground to enhance physical education. Technological integration includes high-speed Wi-Fi, comprehensive CCTV surveillance with 42 cameras, and a solar panel system generating 48.71 KVA of power. Future upgrades include a generator for uninterrupted power.

Student welfare is supported by amenities like drinking water stations, a Girls' Students Common Room, and an Infirmary. The college also features a canteen and a covered parking facility. The library, located on the ground floor, is a key academic resource with a growing collection of books, Hindi newspapers, and journals. It is designed for easy access and comfort, with plans for digital expansion and ILMS integration.

IT infrastructure includes Wi-Fi from Smart Cable Wishnet Pvt. Ltd., computers for various administrative and academic functions, and advanced photocopiers, printers, and LCD projectors. All faculty are registered on the VIDWAN portal for academic connectivity, and the college's website, managed by Gen Next Information Technology, provides updates on programs and activities.

Birsa Munda College focuses on blending traditional education with modern amenities to foster academic excellence and holistic development, despite resource constraints. Its ongoing efforts to upgrade IT and library facilities demonstrate a commitment to enhancing the educational experience for its rural student body.

## **Student Support and Progression**

Over the past five years, numerous students at Birsa Munda College have benefited from scholarships provided by the government. The college is proactive in addressing student grievances, including those related to sexual harassment and ragging. It follows statutory and regulatory guidelines, promotes awareness and zero tolerance policies, and provides mechanisms for both online and offline grievance submissions. Grievances are resolved promptly through designated committees.

To enhance student capabilities, the college organizes capacity-building and skills enhancement activities focused on soft skills, language and communication skills, life skills (including yoga, physical fitness, and health), and ICT/computing skills. Additionally, the institution offers guidance for competitive examinations and career counseling to support students in their professional journeys.

Currently, Birsa Munda College does not have a registered alumni association but maintains an informal student network that facilitates connections and support among former students. There is potential to formalize this network into an official alumni association, which would strengthen ties, offer mentorship, and support college initiatives.

The vision for a formal Alumni Association includes:

- **Knowledge Exchange:** Promoting ongoing sharing of knowledge and experiences between alumni and current students.
- **Support and Mentoring:** Providing support and guidance to current students.
- **Collaborations:** Partnering with organizations while maintaining institutional standards.
- **Engagement:** Involving alumni in college activities such as NSS, sports, and cultural programs.
- **Career Counseling:** Assisting in career counseling and further education opportunities.

The Alumni Association aims to enhance the college community through impactful programs. For example, alumni-led workshops in mehendi art and theatre have significantly enriched the campus culture, fostering inclusivity and providing valuable learning experiences. These initiatives not only address educational and gender-related issues but also strengthen the connection between alumni and current students, enhancing the overall educational environment at Birsa Munda College.

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

Birsa Munda College, affiliated with the University of North Bengal, emphasizes faculty and staff welfare and professional growth in line with UGC and government guidelines. The institution utilizes biometric systems and service books for accurate attendance and detailed service records. Performance appraisals are conducted through the Performance-Based Appraisal System (PBAS), with evaluations reviewed by the IQAC and the Principal before final approval by the Governing Body.

The college supports professional development by encouraging faculty to engage in research, publishing, and conferences, while non-teaching staff benefit from career advancement schemes after long service periods. Recruitment and promotions are managed by a Screening Committee and involve a rigorous selection process, with final recommendations submitted to the Directorate of Higher Education.

Staff welfare is a priority, with health programs, leave policies, and benefits like leave encashment and medical reimbursements. Funds are mobilized primarily through student fees, government grants, and bank interest. They are utilized for salaries, academic and infrastructural needs, and student aid. Internal and external audits ensure financial transparency and efficiency.

The Internal Quality Assurance Cell (IQAC) plays a crucial role in enhancing academic and administrative quality by overseeing curriculum development, implementing the Choice Based Credit System (CBCS), and supporting inclusive education through mentoring and remedial classes. The IQAC also conducts workshops, seminars, and collaborative programs to improve educational practices and integrates innovative pedagogical methods aligned with the National Education Policy (NEP) 2020.

During the COVID-19 pandemic, the IQAC adapted swiftly to online teaching, creating digital resources and platforms to continue education seamlessly. Overall, Birsa Munda College is committed to fostering a supportive, progressive environment that promotes both staff and student development.

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

Birsa Munda College, located in Nakshalbari, North Bengal, stands out for its commitment to gender equity,



cultural preservation, and socio-economic upliftment. The institution ensures gender equity through inclusive curricular and co-curricular activities, offering a secure environment with facilities tailored to the needs of women and marginalized genders. The college emphasizes gender sensitivity through policies, workshops, and support systems like the Internal Complaints Committee.

The college's cultural inclusivity is reflected in its celebration of local traditions and diverse linguistic backgrounds. Events like Basant Utsav and Birsa Munda Jayanti highlight regional cultural heritage, while instruction in Hindi addresses linguistic barriers for students from tribal and tea garden communities. The college also integrates socio-economic support through scholarships, financial aid, and a mandatory uniform policy to bridge economic disparities.

**Two notable best practices include:**

**1. Heritage Chronicles: Preserving Indigenous Cultures of Nakshalbari** - This initiative aims to document and preserve the oral traditions and languages of local tribal communities. By involving students in collecting and translating cultural materials, the college fosters cultural awareness and academic enrichment. Challenges include translating cultural nuances accurately and securing funding for documentation and publication.

**2. Empower(H)er: Skill Development for Women Entrepreneurs\*\*** - This program provides vocational training and supports women's entrepreneurship by offering skill development classes in garment making. Despite high demand and logistical challenges, the initiative has successfully enabled many women to start their own businesses, promoting economic self-sufficiency.

The college's efforts also extend to community engagement through activities organized by its NSS and Eco Club, addressing local needs and fostering social responsibility. Future goals include expanding digital learning, establishing a Tribal Centre, and scaling up skill development programs.

Birsa Munda College's distinctive approach to education and community development highlights its role as a transformative institution, dedicated to empowering students and preserving cultural heritage while addressing socio-economic challenges.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	BIRSA MUNDA COLLEGE
Address	Birsa Munda College P.O. Hatighisa, P.S. Naxalbari Dist. Darjeeling
City	Siliguri
State	West Bengal
Pin	734429
Website	<a href="http://birsamundacollege.ac.in">birsamundacollege.ac.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Birendra Mridha	091-9434806913	8348926380	-	birsamundacollege @gmail.com
IQAC / CIQA coordinator	Dichen Lamu Sherpa	-	7838609526	-	birsamundacollegei qac@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

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

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

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

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Birsa Munda College P.O. Hatighisa, P.S. Naxalbari Dist. Darjeeling	Urban	6	1251.55

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No. of Students Admitted</b>
UG	BA,English, Honours	36	H.S or Equivalent	English	30	21
UG	BA,Hindi,Honours	36	H.S or Equivalent	Hindi	30	26
UG	BA,Nepali,Honours	36	H.S or Equivalent	Nepali	15	8
UG	BA,Sociology,Honours	36	H.S or Equivalent	English,Hindi,English + Nepali	30	20
UG	BCom,General,	36	H.S or Equivalent	English,Hindi,Bengali	150	7
UG	BA,General,	36	H.S or Equivalent	English,Hindi,Bengali,Nepali	750	264

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

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				0				10			
Recruited	1	0	0	1	0	0	0	0	4	6	0	10
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				16			
Recruited	0	0	0	0	0	0	0	0	6	10	0	16
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				4
Recruited	4	0	0	4
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				2
Recruited	2	0	0	2
Yet to Recruit				0

### **Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	0	0	0	0	4	0	5
M.Phil.	0	0	0	0	0	0	2	0	0	2
PG	0	0	0	0	0	0	8	12	0	20
UG	0	0	0	0	0	0	0	0	0	0

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

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

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

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

<b>Programme</b>		<b>From the State Where College is Located</b>	<b>From Other States of India</b>	<b>NRI Students</b>	<b>Foreign Students</b>	<b>Total</b>
UG	Male	201	0	0	0	201
	Female	291	0	0	0	291
	Others	0	0	0	0	0

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

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	8	10	8	9
	Female	9	18	13	13
	Others	0	0	0	0
ST	Male	31	49	46	49
	Female	82	84	67	42
	Others	0	0	0	0
OBC	Male	10	2	3	3
	Female	3	14	7	4
	Others	0	0	0	0
General	Male	82	126	83	80
	Female	121	142	108	65
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		346	445	335	265

**Institutional preparedness for NEP**

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>Birsa Munda College is dedicated to nurturing well-rounded personalities through a holistic and multidisciplinary educational approach. Our methodology integrates academic, intellectual, aesthetic, social, physical, emotional, and ethical development within a robust interdisciplinary framework. Various departments, including English, History, ENVS, Education, Sociology, Political Science, Hindi, and Nepali, actively collaborate to create a vibrant learning environment. These departments engage in faculty exchanges and joint classes with other Language and Literature Departments, enriching the overall educational experience. Aligned with the National Education</p>
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	<p>Policy (NEP), the NSS unit of Birsa Munda College has organized several workshops on Yoga and Self-Defense, emphasizing their interdisciplinary appeal. The Placement Cell regularly conducts short-term workshops and special talks to prepare students for the job market, while the NSS units work diligently to instill a sense of social responsibility. Our strategic goal is to integrate this multidisciplinary approach into all undergraduate programs, encompassing basic, professional, and vocational disciplines. To further enhance practical learning, Birsa Munda College has future plans to utilize open and distance learning modes alongside our existing semester-based offerings. This approach will facilitate internships with local industries and businesses, increasing practical knowledge and employability for our students. Through our commitment to a holistic and multidisciplinary approach, Birsa Munda College provides a rich educational experience that prepares students for their future careers while fostering personal growth, critical thinking, and social responsibility.</p>
<p>2. Academic bank of credits (ABC):</p>	<p>Birsa Munda College is proactively preparing to implement the Academic Bank of Credits (ABC) as outlined in the National Education Policy. This innovative academic framework will provide undergraduate students with flexible entry and exit points throughout their studies, enabling them to balance education with employment opportunities and potentially reducing dropout rates. Under the ABC system, students can exit a program after achieving any level of qualification and later return to complete their studies within a designated period. The ABC scheme promotes a blended learning approach, allowing students to earn credits from various higher education institutions registered with the system through platforms like SWAYAM, MOOCs, and NPTEL. Birsa Munda College is actively encouraging both faculty and students to engage with these national platforms to enhance their academic and practical knowledge. We have also signed Memoranda of Understanding (MOUs) with several institutions, and organization, and are exploring both traditional and online channels to maximize the benefits of ABC for our students and those from other colleges under a unified system. The successful implementation of ABC at the degree level</p>

will require extensive collaboration among institutions and regulatory bodies, offering the potential to revolutionize credit transfer across universities and recognize credits earned through non-traditional courses. Birsa Munda College has partnered with numerous academic and research institutes to provide wider academic exchanges across disciplines, aligning with the core objectives of ABC. The affiliating university's admission advisory has emphasized the importance of ABC in modernizing and enhancing the flexibility of higher education. The implementation of the ABC system at Birsa Munda College represents a transformative step toward a more flexible and inclusive educational framework. By embracing blended learning, enhancing credit transfer mechanisms, and fostering collaborations, we aim to provide our students with a robust, adaptable, and comprehensive education that effectively prepares them for their future.

3. Skill development:

In alignment with the National Education Policy (NEP) and the objectives of Atmanirbhar Bharat, the departments at Birsa Munda College, in collaboration with the Internal Quality Assurance Cell (IQAC), are dedicated to the holistic development of students. This commitment focuses on enhancing skill development and increasing the Gross Enrollment Ratio. To achieve these objectives, Birsa Munda College has implemented a variety of skill development activities designed to enrich the knowledge and soft skills of students. These initiatives include Value Added Courses in the form of Grooming for Language Skills, aimed at improving communicative abilities; Inter-College Mock Parliament Competitions to foster critical thinking and public speaking; and Career Counseling to help students effectively integrate these skills into their resumes. Furthermore, life skills courses such as yoga and life-skills workshops are offered to all students, expanding job market opportunities and boosting employability. While remaining rooted to the affiliating university's curriculum, Birsa Munda College also tries to bring in beyond-class elements that are carefully crafted to meet the practical demands of students' future careers. Talks have already begun with potential organisations that would offer internship opportunities to our students, and eventual placement on completion of these training

programmes. The college also encourages hands-on Experiential Learning through add-on courses and fieldwork, as well as Career Oriented workshops and talks. Under the guidance of IQAC, the Placement Cell has organized skill development programs in collaboration with local organizations, providing students with valuable practical experiences. Crucial to these efforts are partnerships with businesses and organizations in the skill sector, which offer mentoring sessions and guidance on developing various skills to enhance employability. Birsa Munda College also collaborates with reputable academic and health organizations, including Sumita Cancer Centre. These collaborations support a proactive and forward-thinking approach to skill development. Additionally, activities sports and yoga contribute to the mental health, physical fitness, and positive outlook of the students. Through a comprehensive range of skill-building activities, life skills courses, practical experiences, and strategic collaborations, Birsa Munda College is committed to preparing students to face future challenges. Our efforts align with the goals of the NEP and Atmanirbhar Bharat, aiming to enhance students' employability and overall development.

4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):

Birsa Munda College is dedicated to promoting the growth and preservation of Indian languages and culture, ensuring their continued vibrancy and relevance. We prioritize using the local languages as a medium of instruction while also emphasizing English to enhance the global reach of Indian languages. The college has also organized several large-scale seminars and talks to promote an understanding of Indian Knowledge System (IKS). Aligned with IKS principles, our college adopts a holistic educational approach that fosters physical, mental, emotional, and spiritual growth. We have future plans to establish a Centre dedicated to archiving and producing knowledge of the indigenous languages and cultures, thereby deepening and extending our engagement with traditional knowledge systems. At Birsa Munda College, we celebrate diversity and pluralism, which are core tenets of the Indian Knowledge System. Our courses in English, Hindi, Nepali, History, Education, Sociology, and Political Science (which follow the affiliating University's curriculum) are designed to

foster an understanding of diverse philosophical viewpoints and encourage intellectual coexistence. Many of the departments focus on promoting intellectual growth in alignment with IKS principles, helping students understand varied economic and geopolitical contexts. The college continually adapts, integrating new concepts, theories, and technological advances into its strategic planning while maintaining a strong connection to foundational values and beliefs. Birsa Munda College's commitment to integrating the Indian Knowledge System ensures a comprehensive educational approach. By emphasizing the use of Indian languages, incorporating cultural values, and offering a variety of courses aligned with IKS principles, we prepare our students to thrive in diverse environments and contribute positively to society.

5. Focus on Outcome based education (OBE):

Birsa Munda College recognizes Outcome-Based Education (OBE) as a transformative approach in modern education, emphasizing learner-centered methods and prioritizing learning outcomes. The implementation of the Choice Based Credit System (CBCS) and the guidelines of the National Education Policy 2020 (NEP) enables our college to adapt education to fit the interests, abilities, and skill development of learners, fostering participative and innovative learning processes. Academic plans are aligned with the college's mission and vision, and Course Outcomes (COs) and Programme Outcomes (POs) are designed by departments to align with North Bengal University's objectives. This structured approach ensures that our educational activities are systematically organized to meet specific learning goals. To promote innovative and interactive learning, we employ a variety of teaching methods, including ICT-based instruction, extension lectures, seminars, workshops, field trips, group discussions, quizzes, and student-led presentations. These methods are designed to enhance academic flexibility, critical thinking, and efficient reasoning, reflecting our commitment to Outcome-Based Education. Continuous assessment and feedback are central to our educational approach. We focus on ongoing evaluation to ensure that educational outcomes meet objectives and that students actively engage with the content. Feedback from both students and teachers is used to inform and refine

curriculum delivery and teaching methods, ensuring an enriched learning experience. In terms of quality improvement and curriculum alignment, Birsa Munda College is dedicated to maintaining high academic standards and continuous quality enhancement. Through continuous formative assessment and regular curriculum mapping, we address any issues in teaching and learning. Additionally, our well-organized mentor-mentee system provides personalized guidance and tracks student progress towards specified learning outcomes. Faculty members serve in various roles— as instructors, trainers, facilitators, or mentors—based on targeted outcomes. Through these comprehensive strategies, Birsa Munda College aims to develop students into rational individuals with a profound understanding of themselves, society, and culture, contributing significantly to national integration and personal growth.

6. Distance education/online education:

Amid the pandemic, the Internal Quality Assurance Cell (IQAC) of Birsa Munda College championed the promotion of online education to ensure operational readiness under any circumstances. In response, we established a dedicated unit focused on enhancing and overseeing the deployment of various online educational tools and resources. Several digital initiatives were implemented to support this transition. We introduced online exams to facilitate remote assessments and created digital repositories to centralize educational resources. To offer flexibility in learning, students can now engage in synchronous virtual classrooms as well as other online course offerings. Hybrid courses, which combine online learning with traditional in-person sessions, are frequently available. Looking forward at the future, Birsa Munda College plans to further integrate digital learning by conducting workshops connected to Massive Open Online Courses (MOOCs) in collaboration with leading online learning platforms. This initiative aims to expand the accessibility and variety of our educational offerings. We have also created virtual learning environments designed to replicate the interactive and collaborative experiences of traditional classrooms. These environments facilitate real-time discussions, group activities, and seminar presentations. The virtual learning modes are structured to be as rigorous and comprehensive as

their in-person counterparts, ensuring that all students receive a high-quality education regardless of the format. Birsa Munda College's commitment to advancing online education during the pandemic highlights our dedication to maintaining continuity in education and providing flexibility for students. Through the implementation of various digital initiatives and the ongoing integration of digital learning tools, we aim to offer a robust and inclusive educational experience that prepares students for future challenges.

### **Institutional Initiatives for Electoral Literacy**

<p>1. Whether Electoral Literacy Club (ELC) has been set up in the College?</p>	<p>An Electoral Literacy Club provides the students with an opportunity to understand, familiarise and analyse electoral rights and electoral processes. Through conducting activities and hands-on workshops this club can be an excellent mechanism for promoting electoral awareness, especially in colleges where such knowledge is scarce due to the social background of the students. The ELC was established in Birsa Munda College in the session 2022-23.</p>
<p>2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?</p>	<p>The members of the clubs are the Programme Officer of the NSS Unit, two faculties from the Department of Political Science (Sanjeeb Lama and Shakti Sharma), the volunteers of NSS, and finally the students of the Department of Political Science. By appointing student volunteers from different departments, the Club has tried to spread the ethos as much as possible.</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>The ELC had observed National Voters' Day on 25 January. An awareness Programme was conducted with a brief introduction on the importance of election and having voting rights from the Block Development Officer. The programme tried to educate the future voters on EVM/VVPAT and encouraged unregistered students to get registered. The programme also discussed in detail the importance of electoral rights in the promotion of democracy, implementing our constitutional principles, and enhancing nationalistic philosophy among the young voters.</p>

<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>Due to its substantially backward location, most of the students of Birsa Munda College are first generational learners and therefore of their rights and duties as citizens of India. From this base, ELC attempts to promote a generational interest in political ongoings of the nation. To that effect ELC had conducted a door-to-door survey for making voter awareness, promoting voter literacy and ensure voter education in May 2022 in the surrounding villages of Atal and Hatighisa.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>Most of the first-year students in 2022-23 session were of 18 years and above and hence were eligible for voting rights. Few students who are lacking the mechanism to be able to vote are guided and encouraged by the faulty members of the club to get their voter id card issued or get themselves registered. A few students who were facing challenges with electoral registration process or received faulty voter id cards, were helped by the members of the club.</p>

## Extended Profile

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### 1 Students

#### 1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
346	445	336	265	354

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

### 2 Teachers

#### 2.1

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

Response: 28

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

#### 2.2

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

2022-23	2021-22	2020-21	2019-20	2018-19
27	27	27	21	1

### 3 Institution

#### 3.1

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

2022-23	2021-22	2020-21	2019-20	2018-19
39.55	22.71	5.20	46.10	741.70

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





## 4. Quality Indicator Framework(QIF)

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### Criterion 1 - Curricular Aspects

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#### 1.1 Curricular Planning and Implementation

##### 1.1.1

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

**Response:**

Birsa Munda College, affiliated with the University of North Bengal and located in Darjeeling, adheres to the curriculum prescribed by the University, as it does not have the autonomy to design its own curriculum. Despite this, the institution employs a systematic approach to ensure effective curriculum delivery.

**1. CBCS System:** Since its inception in 2018, Birsa Munda College has implemented the Choice-Based Credit System (CBCS) introduced by the University of North Bengal. This system allows for flexible course selection and academic planning.

**2. Departmental Planning:** At the start of each semester, departments convene to discuss the syllabus, allocate courses among faculty members under the guidance of the Head of the Department, and develop a detailed teaching plan.

**3. Routine Preparation:** The Routine Committee, which has separate panels for BA and BCom programs, meets biannually to create a master timetable in accordance with University guidelines. Departments then create their own schedules based on this master timetable.

**4. Academic Calendar:** An academic calendar is prepared each year, outlining key dates and deadlines. This ensures that the delivery of the curriculum remains on track and that both students and faculty are informed of important milestones.

**5. Syllabus Distribution:** At the beginning of each academic session, students are provided with their syllabus and a breakdown of topics to be covered by each teacher, in line with NEP-2020 policies. Teachers also provide a list of topics and a question bank upon completing their portions. Notices regarding planned activities are circulated in advance to help students prepare.

**6. Assessment and Meetings:** Regular departmental meetings are held to review syllabus coverage and curriculum delivery. The college also conducts general faculty and staff meetings to plan and evaluate co-curricular activities.

**7. Teaching Methods:** Traditional teaching methods are enhanced with ICT tools, including PowerPoint presentations, videos, documentaries, and movies. Departments organize interdepartmental faculty exchanges and guest lectures to enrich the curriculum. Practical sessions, field trips, and industrial visits are also arranged to provide experiential learning opportunities.

**8. Student Engagement:** Students are encouraged to participate in discussions, presentations, and project work. Formats include seminars, dramatic adaptations, and poster creation, fostering active learning and engagement.

**9. Assessment System:** A continuous internal assessment system is in place, including pop quizzes, surprise tests, and regular evaluations leading up to the final examinations set by the University. An examination committee oversees all examination-related matters in compliance with University policies. Attendance records are also maintained to track student commitment.

**10. Library Resources:** The college library offers essential learning materials and additional resources to support both teachers and students in their academic endeavors.

**11. Faculty Development:** Faculty members are encouraged to participate in Faculty Induction Programmes, Refresher Courses, and Faculty Development Programmes, as well as workshops and seminars. They are required to submit photocopies of their certificates to the IQAC for documentation.

**12. Curriculum Development:** Faculty members are actively involved in curriculum development and assessment activities conducted by the University. This includes serving on the Board of Studies, setting question papers, and acting as evaluators and head examiners for University examinations.

Through these measures, Birsa Munda College ensures a structured and comprehensive approach to curriculum delivery, fostering a conducive learning environment aligned with University standards.

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

## 1.2 Academic Flexibility

### 1.2.1

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

**Response: 2**

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

### 1.2.2

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

**Response:** 11.68

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

2022-23	2021-22	2020-21	2019-20	2018-19
204	0	0	0	0

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

## 1.3 Curriculum Enrichment

### 1.3.1

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

**Response:**

The college adheres to the curriculum set by the University of North Bengal and offers a range of undergraduate programs with carefully structured courses. Many of these courses incorporate components that address cross-cutting issues such as Gender Studies, Environment and Sustainability, Human Values, and Professional Ethics. Beyond traditional classroom discussions, the college actively

engages students in these interdisciplinary topics through various activities, both within and outside the classroom, to enhance practical understanding.

**1. Gender Studies:** The curriculum includes substantial components on gender across subjects such as Hindi, English, Nepali, Sociology, Political Science, and Education. For instance, in Hindi, English, and Nepali, students study a variety of texts by women writers, theorists, and poets that explore critical gender issues. Specific courses such as “Asmitamulak Vimarsh aur Hindi Sahitya” (Hindi, 5th Sem), “Women’s Writing” (English, 5th Sem), Naarivaad (Nepali, 2nd Sem), “Sociology of Gender” (Sociology, 3rd Sem), “Feminist Theory and Practice” (Political Science), and “Gender and Society in Educational Context” (Education, 1st Sem) provide deeper insights into gender-related debates. The college also has Internal Complaints Committee dedicated to raising awareness about gender equality and women’s empowerment through special talks and events. The NSS committee regularly conducts gender sensitization programs and awareness camps on issues such as human trafficking, domestic violence, and women’s health. Additionally, International Women’s Day is celebrated enthusiastically each year.

**2. Environmental Studies:** As a compulsory course for all undergraduate students in colleges affiliated with the University of North Bengal, Environmental Studies offers both theoretical and practical learning about environmental conservation. The course includes fieldwork, surveys, and sustainability projects to provide hands-on experience. The Department of Geography covers Environmental Geography, Biogeography, and Pedology, addressing important issues related to environmental sustainability. The college's Eco-Club organizes events and activities to further engage students in environmental awareness and sustainability practices.

**3. Human Values and Professional Ethics:** These are integral to the curriculum and extracurricular activities. Subjects like Sociology, Political Science, History, and Education explore topics such as Caste, Liberal Democracy, Humanism, and Value Education, fostering discussions on human values and ethics. The college promotes participation in NSS, which upholds the motto “Not Me But You,” encouraging students to engage in community service and develop socially responsible behaviors. This involvement provides valuable experiential learning opportunities in human values and professional ethics. Additionally, initiatives like the Social Library’s “Bless Others With Your Old Books” program in Sociology further support the cultivation of these principles.

Through these structured and practical approaches, the college aims to provide a comprehensive educational experience that addresses key social and ethical issues.

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

### 1.3.2

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

<b>Response:</b> 30.35	
1.3.2.1 <b>Number of students undertaking project work/field work / internships</b>	
Response: 105	
<b>File Description</b>	<b>Document</b>
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 1.4 Feedback System

<b>1.4.1</b>	
<i>Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website</i>	
<b>Response:</b> C. Feedback collected and analysed	
<b>File Description</b>	<b>Document</b>
Feedback analysis report submitted to appropriate bodies	<a href="#">View Document</a>
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	<a href="#">View Document</a>
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1

##### Enrolment percentage

**Response:** 42.33

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

2022-23	2021-22	2020-21	2019-20	2018-19
346	445	336	265	354

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

2022-23	2021-22	2020-21	2019-20	2018-19
1005	810	810	750	750

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Final admission list as published by the HEI and endorsed by the competent authority	<a href="#">View Document</a>

#### 2.1.2

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

**Response:** 20.43

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

2022-23	2021-22	2020-21	2019-20	2018-19
80	84	76	72	68

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

2022-23	2021-22	2020-21	2019-20	2018-19
452	366	366	338	338

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	<a href="#">View Document</a>

## 2.2 Student Teacher Ratio

### 2.2.1

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

**Response:** 12.81

## 2.3 Teaching- Learning Process

### 2.3.1

**Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process**

**Response:**

#### **Birsa Munda College: Fostering Innovative and Inclusive Learning**

Birsa Munda College prioritizes interactive and innovative teaching methods to foster critical thinking and experiential learning. The college employs a variety of tools, including audio-visual aids, Google Classroom, fieldwork, and projects, to create engaging and participative learning environments. Practical courses and field studies are integral to the curriculum, allowing students to apply their knowledge in real-world contexts.

Information and Communication Technology (ICT) tools are crucial in enhancing student engagement at Birsa Munda College. Students benefit from access to e-journals, use GPS for geo-tagging in research projects, and submit reports online. The post-pandemic era has seen the institution enrich its learning experience further by incorporating internships and apprenticeships. The English and Bengali



departments integrate digital tools for drama productions, while the Political Science department organizes Youth Parliament sessions supported by PowerPoint presentations. Industrial visits, science exhibitions, and poster-making activities also contribute to a dynamic learning experience. History students enhance their critical thinking skills through museum visits.

Beyond academics, Birsa Munda College fosters social responsibility through various clubs and outreach activities, such as tree plantation drives and community engagement programs. The campus is equipped with Wi-Fi, allowing seamless use of ICT for presentations and online assessments. Educational materials are shared via the college website, WhatsApp, and email. The college library has access to Koha software to enhance e-learning.

Birsa Munda College is committed to providing a comprehensive education that prepares students for diverse future challenges. Inclusivity is a core value, with robust support systems for economically disadvantaged students, many of whom are first-generation learners. Teachers guide students from multilingual backgrounds through induction programs that introduce syllabi and assessment methods. Customized curricula are designed to support all learners, ensuring tailored guidance and encouragement. Assessments include tests, projects, assignments, and seminars, while Mentor-Mentee groups address individual student needs and queries.

The teaching methods at Birsa Munda College are diverse and student-centered, incorporating lectures, interactive sessions, projects, ICT-based learning, and experiential activities. Laboratories, field trips, and educational visits provide additional hands-on learning opportunities. The college also promotes social responsibility through community programs led by the National Service Scheme (NSS). Technology plays a central role in the learning process, with online classes conducted via Google Meet and Google Classroom and access to e-books and journals. The campus is well-equipped with Wi-Fi, smart boards, and projectors to support modern learning practices. By focusing on personalized support, innovative teaching methods, and the integration of technology, Birsa Munda College empowers students to excel academically while fostering a sense of social responsibility and community engagement.

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

## 2.4 Teacher Profile and Quality

### 2.4.1

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

**Response:** 74.1

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

2022-23	2021-22	2020-21	2019-20	2018-19
31	31	31	31	15

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

## 2.4.2

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

**Response:** 66.99

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

2022-23	2021-22	2020-21	2019-20	2018-19
20	20	18	10	1

<b>File Description</b>	<b>Document</b>
Institution data in the prescribed format	<a href="#">View Document</a>
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1

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

**Response:**

#### **Assessment and Evaluation Mechanism at Birsa Munda College**

As an affiliated institution, Birsa Munda College adheres rigorously to the guidelines set by the University of North Bengal (NBU) to ensure effective outcome-based learning within the Choice Based Credit System (CBCS) framework. This system has been implemented since the Academic Session 2018-2019 alongside the Annual System. Below is an overview of our assessment and evaluation processes:

## **1. Weightage Distribution:**

- **Theoretical Courses:** 20% internal assessment, 80% End Semester Examinations (ESE).
- **Practical-based Courses:** 60% internal assessment, 40% ESE.

## **2. Continuous Internal Assessment:**

- Conducted in multiple phases using various evaluation methods, including multiple-choice questions (MCQs), projects, objective-type questions, Open Book Mode, viva voce, student seminars, and assignments.

## **3. Attendance Requirement:**

- A minimum of 75% attendance is required to sit for examinations. Attendance is awarded as follows:
  - 75% to 79.99%: 2 marks
  - 80% to 84.99%: 3 marks
  - 85% to 89.99%: 4 marks
  - 90% and above: 5 marks

## **4. Internal Assessment Breakup:**

- 10 marks are allocated for internal assessments, with 5 marks assigned to attendance.

## **5. Online Submission and Transparency:**

- Internal assessment marks are submitted online via the Marks Capture Portal of NBU. External assessments follow university guidelines with external examiners appointed by the University.

## **6. Adaptation to Online Mode During COVID-19 Pandemic:**

- During the pandemic, examination modalities shifted to online platforms to ensure continuity. Faculty provided ongoing guidance, and marks were promptly updated on the University portal.

## **7. Parent-Teacher Meetings:**

- Held every semester, with online meetings conducted during the pandemic to update parents on student progress and identify additional support needs.

## **8. Grievance Redressal Mechanism:**

- A Grievance and Redressal Committee was established to provide a transparent mechanism for addressing complaints. The committee meets regularly to resolve grievances effectively.

## **CBCS and Formalized Assessment:**

Since the adoption of the CBCS, our assessment system has become more structured. For internal assessments, 25% of the total marks are allocated—20% for assignments and projects, and 5% for

attendance.

### **Transparency and Communication:**

Transparency is a fundamental principle in our assessment process. Students are informed about the evaluation criteria during their induction meeting. Our Examination Cell, comprising both teaching and non-teaching staff, ensures the integrity and smooth execution of examinations. We also provide opportunities for student improvement through assignments, mock tests, and remedial classes.

### **\*\*Innovative Pedagogy and Student Engagement:\*\***

Our faculty employs innovative teaching methods to enhance student engagement and comprehension. This includes promoting self-learning, discussions, and presentations. The Principal and IQAC Coordinator actively engage with students to address their concerns and provide necessary support.

### **Communication with the University:**

In critical situations, we promptly communicate with the University to initiate required actions. Our RTI Cell and Grievance Redressal Cell function efficiently to address student concerns, and counseling services are available for cases requiring additional support.

### **Fostering Student Development:**

Our assessment and evaluation processes are designed to promote student development, ensuring fairness, transparency, and continuous improvement in academic outcomes. By integrating these practices, Birsa Munda College aims to enhance the educational experience and support student success.

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

## **2.6 Student Performance and Learning Outcomes**

### **2.6.1**

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

#### **Response:**

Our institution's Outcome-Based Learning (OBL) approach is central to our mission of holistic student development and global competitiveness. Aligned with the University of North Bengal's syllabi, our programs ensure students acquire both theoretical knowledge and practical skills.

## **Program and Course Outcomes (POs and COs) Transparency**

Programs are designed around clear Program Outcomes (POs) and Course Outcomes (COs), communicated through online platforms, print materials, and departmental offices. Orientation sessions introduce these outcomes at the start of each term, with faculty emphasizing the relevance of coursework to professional fields and career prospects.

## **Educational Strategy**

Our strategy fosters comprehensive student development via diverse teaching methodologies and continuous assessments. The curriculum focuses on:

- In-depth domain knowledge.
- Enhancing communication skills.
- Raising awareness of social, environmental, and sustainability issues.
- Preparing informed citizens for contemporary challenges.

## **Monitoring and Feedback**

Effectiveness of POs and COs is monitored through regular departmental meetings, academic committees, and feedback from the Internal Quality Assurance Cell (IQAC), students and faculty. Detailed syllabus coverage records are maintained, and semester-end reviews assess attainment levels. Our website aids students in understanding POs and COs for informed course selection.

## **Assessment and Faculty Development**

Assessment includes internal and university exams, assignments, and practical tests. Faculty Development Programs update teaching strategies and pedagogical practices, ensuring educational excellence.

## **Feedback and Alumni Success**

We value feedback from students and alumni to gauge program effectiveness. This feedback helps assess graduates' employability and the relevance of teaching methods. The success of our alumni in further studies or the workforce reflects the quality of our education.

## **Arts Program Outcomes (POs) and Course Outcomes (COs)**

### **The Arts program aims to:**

- Foster a comprehensive understanding of culture, society, and expression.
- Enhance critical thinking, interpretive, and communication skills through literature, history, philosophy, and social phenomena.
- Encourage creative expression and original thought.
- Prepare graduates for careers in education, public services and cultural organizations.

**Specific course outcomes include:**

- Analyzing and interpreting cultural expressions such as literature, art, music, and film.
- Engaging in critical discourse on historical, social, and philosophical issues.
- Using research methodologies in the humanities and social sciences.
- Appreciating diverse perspectives across historical periods and regions.

**Commerce Program Outcomes (POs) and Course Outcomes (COs)****The Commerce program aims to:**

- Provide knowledge of business principles, economics, accounting, finance, marketing, and management.
- Develop analytical, quantitative, and problem-solving skills for decision-making in corporate and entrepreneurial contexts.
- Cultivate leadership, teamwork, and communication abilities.
- Prepare graduates for careers in finance, banking, consulting, entrepreneurship, international trade, and corporate governance.

**Specific course outcomes include:**

- Applying economic theories to analyze market dynamics and business strategies.
- Utilizing accounting techniques for financial analysis.
- Developing marketing strategies.
- Understanding legal and ethical considerations in business.
- Comprehensive Understanding of Business Fundamentals
- Practical Application and Analytical Skills Strategic.

**2.6.2**

*Attainment of POs and COs are evaluated.*

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

Birsa Munda College employs a systematic approach to syllabus distribution and completion, ensuring departments adhere to well-structured plans for effective teaching and learning. The assessment process is multifaceted, incorporating various elements to monitor and enhance student performance.

**Assessment and Monitoring**

- **Attendance and Participation:** Student attendance and participation are closely monitored.
- **Tutorials and Tests:** Regular tutorial sessions and class tests, including both scheduled and surprise assessments, help gauge student understanding. Assignments such as review reports, projects, and seminar presentations assess applied skills.

- **Result Analysis and Mentoring:** Detailed analysis of test results identifies areas for improvement, with post-result mentoring providing personalized guidance.

### **Course Relevance and Alumni Engagement**

- **Career Relevance:** Students are informed about how each course benefits their future careers.
- **Alumni Tracking:** Departments maintain contact with alumni to track their progress in higher education, employment, and other fields.

### **Student Progress and Records**

- **Continuous Monitoring:** Student progress is tracked through classroom discussions, micro-teaching sessions, tests, and mentor-mentee reports.
- **Record Keeping:** Departments keep detailed records of student results to identify trends and devise strategies for academic enhancement.

### **Quality Assurance and Feedback**

- **IQAC Audits:** The Internal Quality Assurance Cell (IQAC) conducts academic audits. Findings are reviewed and shared with students and faculty to drive continuous improvement.
- **Student Feedback:** Structured questionnaires collect confidential feedback from students on teaching quality, library facilities, and overall learning experiences. This feedback is a crucial tool for assessing satisfaction.

### **Evaluation Methods**

- **Continuous Evaluation:** Faculty members use a range of evaluation methods, including assignments, internal tests, viva-voce, surprise tests, open-book tests, discussions, quizzes, and projects to evaluate Program Outcomes (POs) and Course Outcomes (COs).

### **Key Indicators of Attainment:**

- **End-Semester Examinations:** Conducted in accordance with University of North Bengal norms.
- **Internal Assessments:** Includes attendance, internal exams, and tutorial/practical assessments.
- **Practical Assessments:** Evaluated by external experts appointed by the University, with results analyzed at the end of each semester, it works different for various subjects.

### **Indirect Evaluation**

- **Student and Teacher Assessments:** Indirect methods include feedback from students and evaluations by teachers.

### **Attainment Level Score**

The attainment level for each course is calculated through a combination of direct and indirect assessment methods, ensuring a thorough evaluation of student learning and progress.

### 2.6.3

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

**Response:** 76.56

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

2022-23	2021-22	2020-21	2019-20	2018-19
136	163	168	0	0

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

2022-23	2021-22	2020-21	2019-20	2018-19
222	193	195	0	0

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

## 2.7 Student Satisfaction Survey

### 2.7.1

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

**Response:** 3.85

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



## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

#### 3.1.1

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

**Response:** 0

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

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

#### File Description

#### Document

Institutional data in the prescribed format

[View Document](#)

### 3.2 Innovation Ecosystem

#### 3.2.1

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

**Response:**

Embracing innovation is essential for Indian educational institutions to adapt to evolving needs, enhance learning outcomes, and prepare students for future challenges. Birsa Munda College is committed to fostering an ecosystem of innovation while emphasizing the Indian Knowledge System (IKS) alongside other efforts in knowledge and technology dissemination.

**1. Faculty Research and Collaboration:** Despite being situated away from urban centers and lacking extensive research infrastructure, the faculty members at Birsa Munda College actively engage in research. They are encouraged to pursue doctoral studies, undertake independent research projects, and present their work at conferences and seminars. Notably, two faculty members participated in a National Translation Workshop organized by Sikkim University and ICSSR, focusing on translating Indian folklore. Another faculty member spent six weeks at the University of Montana as part of the SUSI fellowship, promoting educational collaboration between India and the U.S.

**2. Educational Events:** The college regularly hosts seminars, webinars, and additional courses to deepen

students' understanding of current research. For instance, the History and Political Science Departments organized an International Seminar on “Understanding North Bengal,” which attracted researchers and contributed valuable insights into the region's history and culture.

**3. Cultural Integration:** In a region with diverse languages, the college conducts lectures in both English and the local vernacular. Students are encouraged to communicate in their native languages and share their cultural heritage during academic and cultural events. The Sociology department recently organized a Food Sociology event where students showcased and shared indigenous food items, fostering cultural exchange and engagement.

**4. Student Empowerment:** Recognizing the socio-economic challenges faced by many students from the tea-garden belt, the college focuses on building their confidence and engagement. Various programs are organized where students participate in planning and executing events, helping them to overcome introversion and discover their talents. Although the college does not offer science or technical courses, these initiatives aim to uncover and nurture hidden skills.

**5. ICT Integration:** The college employs ICT-enabled teaching methods, utilizing essential devices to enhance educational delivery. The staff transitions from theoretical learning to practical application through activities such as film screenings, drama adaptations, poster presentations, and mock parliamentary sessions.

**6. Yoga and Well-being:** Embracing India’s spiritual heritage, the college places significant emphasis on Yoga. The NSS unit organizes yoga camps for students, promoting physical and mental well-being as part of the holistic educational approach.

**7. Community Partnerships:** The college has signed a Memorandum of Understanding (MoU) with the Sumita Cancer Society to advance research and raise awareness about cancer prevention and treatment. This partnership provides opportunities for both students and the broader community to participate in educational courses and events that contribute to societal well-being.

Through these efforts, Birsa Munda College aims to create an innovative and inclusive educational environment that aligns with both local needs and global trends, fostering a culture of learning, creativity, and social responsibility.

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

**3.2.2**

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

**Response:** 10

**3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on**

**Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

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

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

**3.3 Research Publications and Awards**

**3.3.1**  
**Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**  
**Response: 0.21**

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

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

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

**3.3.2**  
**Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**  
**Response: 1.43**

**3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in**

### **national/ international conference proceedings year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
17	13	7	1	2

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format	<a href="#">View Document</a>
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	<a href="#">View Document</a>

## **3.4 Extension Activities**

### **3.4.1**

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

**Response:**

Under the University of North Bengal, our institution has cultivated an environment conducive to the generation and transfer of knowledge. The college fosters a research-friendly atmosphere where faculty and staff feel comfortable sharing their ideas and experiences. Given that many of our students come from financially disadvantaged backgrounds, the college strives to enhance their educational experience while ensuring the well-being of both students and faculty.

**Faculty Development:** The college actively encourages faculty members to pursue doctoral studies and enhance their research, administrative, and teaching skills. Faculty members are permitted to take leave for research activities. Between 2018-19 and 2022-23, some of the faculty members completed their PhD, completed their coursework, and completed research projects. For those who have already earned their PhDs, the college provides ongoing support for publishing research in reputed journals and presenting at national and international conferences.

**Bilingual Education:** Reflecting the region's multilingual nature, the college offers instruction in both English and the local vernacular. Faculty members are proficient in both languages, and students are encouraged to express themselves in their native language. Additionally, students are invited to contribute to college magazines and participate in various departmental and college-wide events.

**ICT Integration:** Classrooms are equipped with basic ICT tools to support modern teaching methods. The campus offers free Wi-Fi for students and faculty, enhancing the teaching-learning process. Students receive support in developing computer skills, including MS Word and Excel, from their teachers.

**Curriculum Support:** The college supports the University of North Bengal's UG syllabus by integrating

India's spiritual and cultural heritage into the curriculum. The Department of Education, for example, emphasizes Yoga through its Physical Education courses and incorporates philosophical perspectives into its syllabus. The college library boasts a diverse collection of books across various disciplines.

**Educational Events:** The college frequently organizes seminars, webinars, and awareness programs. Experts from various fields are invited to contribute to the academic and professional development of both students and faculty, enriching the overall educational experience.

Through these initiatives, Birsa Munda College ensures a supportive and enriching environment for both teaching and learning, aligned with its commitment to academic excellence and cultural heritage.

### 3.4.2

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

##### **Response:**

Birsa Munda College has garnered significant recognition for its extension activities from government and government-recognised bodies, underscoring its commitment to fostering student engagement and societal impact. Notable accolades include the college's football team securing 1st place at the NBU Football Tournament in 2022, with Bivash Sawaria earning the title of Man of the Match. In 2023, Sourav Biswakarma showcased his prowess as a semi-finalist in badminton at NBU. Additionally, the college achieved 2nd place at the Suryasen Mahaidyalaya Intercollegiate Cultural Fest in 2020, represented by Subham Bin and Apurba Thapa. Individual achievements abound, with Manoj Bhokta clinching 1st place at the state-level VSS event in 2022, while Upasana Das secured 2nd place in recitation at NBU & Jharna Debnath Foundation. Sonu Karki won the 3rd place in Group-B recitation competition and Hira Swarnkar won the 2nd place in Discussion and 3rd place in elocution (Group B) at the inter-collegiate competition held at the University of North Bengal on the occasion of the 160th Birth Anniversary of Swami Vivekananda, by the Bagdogra Vivekananda Yuva Mahamandal in association with NSS Unit 3 (NBU) on 21.01.2023. Further accolades include Jyoti Gupta's 3rd place in the Inter College Youth Parliament Extempore Competition and multiple 1st place finishes by Anisha Mishra, Meheebub Rajak, and Khushbu Sah at the state level. Birsa Munda College continues to uphold its reputation for academic excellence and extracurricular achievements, fostering a dynamic environment for holistic student development.

### 3.4.3

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

**Response:** 32

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

### last five years

2022-23	2021-22	2020-21	2019-20	2018-19
16	9	3	4	0

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	<a href="#">View Document</a>

## 3.5 Collaboration

### 3.5.1

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

**Response:** 6

File Description	Document
List of year wise activities and exchange should be provided	<a href="#">View Document</a>
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

---

### 4.1 Physical Facilities

#### 4.1.1

**The Institution has adequate infrastructure and other facilities for,**

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

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

#### **Response:**

Birsa Munda College, established in 2018, stands as the sole Hindi medium institution in the Terai region of Darjeeling District, West Bengal. The college aims to provide quality education to the rural communities of Hatighisa and surrounding areas, which are predominantly tea garden regions.

#### **Campus Overview:**

The college is set on a 6-acre campus featuring a U-shaped building that houses both academic departments and the administrative block. This layout supports an effective and conducive learning environment.

#### **Classrooms and Teaching Methods:**

The college is equipped with 18 classrooms where a combination of traditional teaching methods and modern digital tools is employed. Two classrooms are ICT-enabled, featuring audio-visual equipment and internet access to enhance interactive and multimedia learning experiences.

#### **Seminar and Cultural Facilities:**

The central Seminar Hall, with a capacity of up to 300 people, serves as a venue for a variety of events including cultural programs, co-curricular activities, seminars, workshops, and NSS initiatives. This facility is integral to the college's commitment to fostering a vibrant academic and cultural atmosphere.

#### **Outdoor Spaces and Sports Facilities:**

The campus includes a central garden and several smaller green areas that promote environmental awareness and provide pleasant outdoor spaces for students. Future developments include plans to create a spacious sports ground to support a range of athletic activities and enhance physical education opportunities.

#### **Technological Integration:**

The college benefits from high-speed Wi-Fi and comprehensive CCTV surveillance, ensuring

connectivity and campus security. Additionally, a solar panel system generating 48.71 KVA of electricity powers classrooms, audio-visual rooms, and campus lighting, promoting sustainability and reducing reliance on conventional energy sources.

**Student Welfare and Amenities:**

Student welfare is supported through essential facilities such as drinking water stations, a dedicated Girls' Students Common Room, and an Infirmary equipped with medical essentials for immediate health needs. These amenities are crucial for maintaining student health and well-being.

**Additional Facilities:**

The college also features a canteen that offers refreshments and a covered parking facility for staff and students. Plans are in place to install a generator to ensure an uninterrupted power supply, further enhancing the college's operational reliability.

Birsa Munda College strives to offer a comprehensive educational environment that balances traditional values with modern amenities, supporting both academic excellence and holistic student development.

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

**4.1.2**

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

**Response:** 94.36

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

2022-23	2021-22	2020-21	2019-20	2018-19
30.19	12.21	1.14	26.88	736.63



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

## 4.2 Library as a Learning Resource

### 4.2.1

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

#### **Response:**

As a newly established institution, Birsa Munda College is dedicated to developing a comprehensive library that meets the academic needs of its students and faculty. Although the library is not yet integrated with an Integrated Library Management System (ILMS), it has made notable strides in creating a valuable and welcoming resource center.

Located on the ground floor of the college's two-storey building, the library occupies the right block and overlooks a centrally placed courtyard. The space features floor-to-ceiling shelves organized by department, facilitating easy access to a growing collection of books. Comfortable wooden chairs and tables are arranged in a well-thought-out seating area, providing cozy nooks for students and faculty to engage in study and research.

Despite being in its early stages, the library boasts a respectable collection of books covering a range of subjects. The college subscribes to Hindi newspapers and maintains a selection of journals, ensuring access to essential reading materials for both students and faculty. This diverse collection supports a variety of academic and research activities.

The library is a central hub for academic activities, actively used by students and faculty members alike. Its thoughtful design and available resources create a conducive environment for research, study, and intellectual growth. The space is frequented by the college community, reflecting its role in supporting the academic pursuits of its users.

Plans are underway to enhance the library's functionality by integrating digital facilities and expanding e-resource subscriptions. While the library is not yet automated with ILMS, these future upgrades will improve accessibility and efficiency, further supporting the academic needs of the college community.

Birsa Munda College's library, though still developing, is an essential resource for its academic community. With its growing collection of books, journals, and newspapers, combined with a well-designed physical space, the library already plays a significant role in supporting the academic endeavors

of both students and faculty. The planned integration of ILMS and expansion of digital resources will further strengthen the library's role as a cornerstone of academic excellence at Birsa Munda College.

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

## 4.3 IT Infrastructure

### 4.3.1

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

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

**Response:**

Birsa Munda College is dedicated to leveraging technological advancements to enhance the learning experience for both students and faculty. Since its inception in 2018, the college has continuously upgraded its IT infrastructure to meet the demands of education in the rural tea garden belt. Recognizing the pivotal role of IT in modern education, the college has made significant strides to provide robust technological facilities despite resource constraints.

**Wi-Fi Connectivity:**

The college recently implemented Wi-Fi connectivity through Smart Cable Wishnet Pvt. Ltd., Nakshalbari. This service offers unlimited internet access with a speed of 11.74 kbps, ensuring reliable connectivity across the campus essential for both academic and administrative purposes.

**Computer and Peripheral Equipment:**

The college is equipped with a diverse range of IT equipment:

**Library:** Two computers for the librarian and six computers available for student use.

**Administrative and Academic Departments:**

- One desktop and one laptop for the Principal.
- One desktop for the Teaching Staff.
- Five desktops for Non-Teaching Staff.
- One desktop for the Bursar.
- One laptop for the Internal Quality Assurance Cell (IQAC).
- One laptop for college accounts.
- Six general-use computers dedicated to student access.

- **Additional Equipment:** Advanced photocopiers, printers, and LCD projectors with audio-visual systems in two rooms and one seminar room facilitate interactive teaching and various events.

### Surveillance and Security:

To ensure campus safety, the college has installed 42 CCTV cameras at strategic locations. Managed and upgraded by Silicon System, Kolkata, this surveillance system enhances security and ensures a safe learning environment for everyone.

### Academic Connectivity:

All faculty members are registered on the VIDWAN portal, which improves their access to academic organizations involved in teaching and research. This registration supports ongoing professional development and fosters collaboration within the academic community.

### Website and Maintenance:

The college maintains a comprehensive website, developed and managed by Gen Next Information Technology under a yearly contract. This platform serves as a crucial communication tool, providing up-to-date information on academic programs, activities, and institutional updates.

Birsa Munda College's commitment to advancing its IT infrastructure reflects its dedication to delivering quality education in the region. Despite challenges, the college remains focused on integrating technology into its educational framework, ensuring a well-rounded learning experience supported by modern IT facilities. By prioritizing IT upgrades, connectivity, and security, Birsa Munda College aims to empower its students and faculty, fostering an environment conducive to academic excellence and holistic development.

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

### 4.3.2

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

**Response:** 28.83

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

Response: 12

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	<a href="#">View Document</a>

## 4.4 Maintenance of Campus Infrastructure

### 4.4.1

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

**Response:** 1.01

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

2022-23	2021-22	2020-21	2019-20	2018-19
2.80	3.15	1.56	0.81	0.33

#### **File Description**

#### **Document**

Institutional data in the prescribed format

[View Document](#)

Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)

[View Document](#)

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1

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

**Response:** 75.95

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

2022-23	2021-22	2020-21	2019-20	2018-19
383	375	209	286	73

#### File Description

#### Document

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

[View Document](#)

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

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

#### 5.1.2

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

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

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

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

### 5.1.3

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

**Response:** 16.61

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

2022-23	2021-22	2020-21	2019-20	2018-19
148	50	0	92	0

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

### 5.1.4

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

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

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

<b>File Description</b>	<b>Document</b>
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1

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

**Response:** 10

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

2022-23	2021-22	2020-21	2019-20	2018-19
23	25	13	0	0

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

2022-23	2021-22	2020-21	2019-20	2018-19
222	193	195	0	0

#### **File Description**

#### **Document**

Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

### 5.2.2

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

**Response:** 0

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

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

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

### 5.3 Student Participation and Activities

#### 5.3.1

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

**Response:** 15

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

2022-23	2021-22	2020-21	2019-20	2018-19
3	8	0	2	2

<b>File Description</b>	<b>Document</b>
list and links to e-copies of award letters and certificates	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

#### 5.3.2

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

**Response:** 6

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



2022-23	2021-22	2020-21	2019-20	2018-19
6	9	4	5	6

  

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

## 5.4 Alumni Engagement

### 5.4.1

**There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services**

**Response:**

**Birsa Munda College** currently does not have a formally registered alumni association. However, since the first graduating batch—a cohort notable for their closeness to the college and their remarkable achievements—students have maintained a strong, informal alumni network. These alumni have consistently returned to the college, either at the request of faculty or on their own initiative, to contribute back to the institution. This informal body has been highly active and influential, organizing various events and programs that benefit both current students and alumni.

Presently, the college is in the process of formally registering this body. Preliminary meetings have already taken place, and informal roles and responsibilities have been distributed. This newly formed organization is fostering a robust sense of unity and connection with the institution, laying the groundwork for a more structured and impactful Alumni Association.

**Vision of the Alumni Association**

The Alumni Association was envisioned with the following objectives:

- **Knowledge Exchange:** Facilitate continuous sharing of knowledge and experiences between alumni and current students.
- **Support and Mentoring:** Provide mentoring, guidance, and various forms of assistance to current students.
- **Collaborations:** Engage in collaborations with organizations while upholding the institution’s standards and regulations.
- **Engagement:** Involve alumni in college activities, including NSS, sports, cultural programs, and special events tailored for alumni.
- **Career Counseling:** Contribute to career counseling initiatives to help students make informed career choices and explore further education opportunities.

## Activities and Contributions

The Alumni Association enhances the college community through various impactful programs and initiatives, including:

- 1. Skill Development Workshops:** Shibu Das and Shubham Bin conducted a one-day Mehendi and Make-Up workshop.
- 2. Photography and Videography Contribution:** Binay Balmiki has significantly contributed to the college's website and other projects by capturing photographs and videos that benefit the institution.
- 3. Theatre Workshop:** Lekhan Roy led a theatre workshop for students.

The active participation and dedication of the Alumni Association reflect its commitment to the growth and enrichment of Birsa Munda College. By showcasing the professional and personal achievements of its members, the association reinforces the values and vision of the institution, ensuring that Birsa Munda College's legacy continues to thrive through its alumni.

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

## Criterion 6 - Governance, Leadership and Management

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### 6.1 Institutional Vision and Leadership

#### 6.1.1

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

#### Response:

Birsa Munda College aims to transcend conventional educational boundaries to build a dynamic and inclusive society. Our vision is to bridge socio-economic divides by providing quality education, celebrating diversity, and fostering mutual respect among students and staff. We aspire to become a leading institution known for academic excellence and holistic development, preparing students to be future leaders and change-makers. Our focus is on intellectual growth, critical thinking, and instilling a strong sense of social responsibility within an inclusive and vibrant educational environment.

#### Mission

1. To make education accessible to all students across social and economic boundaries.
2. To identify and support the strength of each and every student.
3. To inspire students to achieve a balance between their academic goals and life values.
4. To promote interdisciplinary education that facilitates creative and critical thinking along with a problem solving attitude.
5. To nurture leadership qualities among students and inspire them to be future changemakers.
6. To collaborate and network with other institutions of higher learning in order to expand access to quality education, foster innovation, and prepare students for success in an increasingly interconnected world

#### Commitment to Socio-Economic Equity and Career Development

Birsa Munda College is dedicated to advancing socio-economic equity and career development. We focus on **Career Development** by equipping students with the skills and knowledge needed for their chosen fields. Our commitment to **Empowering Marginalized Communities** promotes social equity and equal opportunities. We emphasize **Cultural Awareness** to foster sensitivity and mutual respect, aiming to develop socially conscious and culturally aware leaders.

#### Governance and Operational Efficiency

Effective governance is central to our mission. The Principal, in collaboration with committees, departments, administrative units, the Teachers' Council, the Governing Body, student representatives, and the Internal Quality Assurance Cell (IQAC), leads decision-making and implementation. Committees handle academic, administrative, and co-curricular matters, submitting regular reports to the Principal.

#### Effective Communication Channels

We use online platforms like emails and group chats for efficient communication among stakeholders. The Teachers' Council Secretary facilitates communication between the Principal and teaching staff, while the office staff coordinates administrative tasks[1] .

### **Supervisory and Quality Control**

Our governance structure includes strong supervision and quality control mechanisms. The Governing Body oversees overall governance, and the IQAC ensures academic and administrative quality. The Principal engages with student representatives to address student concerns and gather feedback, ensuring that student voices are heard.

### **Student and Faculty Engagement**

Students and faculty are integral to campus life, organizing events such as Annual Sports, Saraswati Puja, and the Annual Social. These activities are planned with faculty supervision and pre-approved budgets, fostering inclusive participation and a strong community spirit.

### **Departmental Autonomy and Activities**

Departments manage academic activities, including class assignments and syllabus distribution, with significant autonomy. Department Heads act as liaisons between administration and faculty, advocating for faculty needs and communicating directives. Departments are encouraged to organize seminars, workshops, and special lectures with Principal approval, enriching the academic experience for all.

## **6.2 Strategy Development and Deployment**

### **6.2.1**

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

**Response:**

### **Birsa Munda College: Comprehensive Overview of Governance and Administration**

#### **1. Governance Framework**

- **Affiliation:** Government-aided institution affiliated with the University of North Bengal.
- **Compliance:** Adheres to guidelines from UGC, MHRD, NBU, the Government of West Bengal, and the Department of Higher Education.
- **Ethical Standards:** Upholds a framework of service rules and ethical standards to ensure a disciplined academic environment.

#### **2. Organizational Structure and Decision-Making Bodies**

## **Governing Body (GB)**

- **Role:** Apex decision-making authority.
- **Functions:** Formulates policies, addresses academic, financial, and administrative matters, and ensures alignment with the institution's mission and vision.

## **Principal**

- **Role:** Central coordinator among stakeholders.
- **Functions:** Executes strategic plans for staff career advancement, student development, and institutional growth.

## **Internal Quality Assurance Cell (IQAC)**

- **Role:** Monitors and ensures quality across educational and administrative functions.
- **Functions:** Develops and applies quality benchmarks to promote continuous improvement.

## **Finance Committee**

- **Role:** Manages the institution's financial health.
- **Functions:** Reviews and prepares the budget with input from the Bursar and Head of the Institution; final approval rests with the Governing Body.

## **Academic Subcommittee**

- **Role:** Maintains educational standards.
- **Functions:** Oversees teaching, research, training, and examinations to ensure high-quality academic experiences.

## **3. Staff and Academic Councils**

### **Teachers' Council**

- **Role:** Promotes decentralization of academic responsibilities.
- **Functions:** Organizes regular meetings led by the Principal and a teacher representative to address academic and administrative matters.

### **Department Heads**

- **Role:** Manage departmental functions.
- **Functions:** Oversee academic activities, student progression and faculty coordination.

### **Bursar**

- **Role:** Oversees financial operations.
- **Functions:** Manages resource allocation to ensure efficiency and benefit for students.

## **4. Committees and Support Structures**

## Service-Related Subcommittees

- **Examples:** P.F., IT, Pay Revision, Leave Management, Internal Complaint Committee
- **Role:** Implements government policies on employment, service conditions, promotions, and welfare.

## Library Committee

- **Role:** Maintains and updates library resources.
- **Functions:** Ensure resources are current and accessible, enhancing learning.

## 5. Recruitment and Appointment Policies

### For Permanent Teachers

- **Process:** Guided by UGC rules; involves recommendations from the College Service Commission (CSC), Governing Body approval, issuance of appointment letters, and service confirmation post-probation. Transfers are managed according to West Bengal government regulations.

### For State-Aided College Teachers (SACT)

- **Process:** Involves departmental requisition, presentation to the Governing Body, position advertisement, expert panel interviews, merit list formation, Governing Body approval, and final approval from the State government.

This structured approach ensures effective governance and administration, promoting academic and operational excellence at Birsa Munda College.

## 6.2.2

### *Institution implements e-governance in its operations*

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

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

File Description	Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

### 6.3.1

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

**Response:**

#### **Birsa Munda College: Commitment to Staff Welfare and Professional Development**

Birsa Munda College, a government-aided institution affiliated with the University of North Bengal, is dedicated to ensuring the welfare and professional development of its faculty and staff. By adhering to the guidelines set by the UGC, MHRD, NBU, the Government of West Bengal, and the Department of Higher Education, the college fosters a supportive and progressive work environment.

#### **Attendance and Record-Keeping:**

- **Biometric Attendance and Registers:** Staff attendance is meticulously tracked using biometric systems and attendance registers. The Principal regularly reviews these records to ensure accuracy and accountability.
- **Service Book Documentation:** Comprehensive service books are maintained for all substantive staff, detailing their professional development and service history.

#### **Performance and Appraisal Systems:**

- **Performance-Based Appraisal System (PBAS):** In compliance with state Directorate of Higher Education requirements and UGC norms under the Academic Performance Indicators (API) scheme, staff submit self-appraisals and API score claims. These are evaluated by the IQAC, reviewed by the Principal, and recommendations are forwarded to the Governing Body for final approval before submission to the Directorate of Higher Education.

#### **Professional Development and Advancement:**

- **Faculty Development Initiatives:** Faculty members are encouraged to enhance their skills through research, publishing scholarly work, and participating in conferences and workshops.
- **Career Advancement Scheme for Non-Teaching Staff:** Non-teaching staff are eligible for career advancement through pay scale enhancements after ten and twenty years of service, following established regulations.

#### **Recruitment and Promotion:**

**Vacancy and Selection Process:** A Screening Committee, consisting of representatives from North Bengal University, the West Bengal College Service Commission, the State Government, and the Governing Body, oversees the recruitment and promotion process. Group C employees eligible for promotional posts, Accountant/Cashier, undergo a thorough interview and screening process. Recommendations are then submitted to the Directorate of Higher Education for final approval.

#### **Welfare Measures and Professional Growth:**

- **Health and Well-being:** The college organizes medical camps and awareness programs to promote the health and well-being of the entire college community. It also facilitates enrollment in the West Bengal Health Scheme, with reimbursement claims processed according to government norms.
- **Leave Policies:** The college provides various leave options, including duty and study leave for academic development, earned leave for employees holding substantive posts, and maternity, child care, and paternity leave in line with government regulations. Leave encashment benefits are available for employees holding substantive posts.

### **Commitment to Staff Welfare:**

Birsa Munda College is committed to staff welfare through comprehensive policies and a focus on continuous professional growth. The college prioritizes employee well-being by offering extensive health benefits, progressive leave policies, and structured career advancement opportunities. By maintaining a rigorous performance appraisal system and fostering a culture of professional development, Birsa Munda College ensures that both faculty and staff thrive in an inclusive and supportive academic environment. This dedication to staff welfare and growth aligns with the college's mission of fostering a vibrant, inclusive society through education and promoting excellence for both students and the educators who shape their futures.

### **6.3.2**

#### **Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years**

**Response:** 1.94

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

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

<b>File Description</b>	<b>Document</b>
Policy document on providing financial support to teachers	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### **6.3.3**

#### ***Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative***



*training programs during the last five years*

**Response:** 10.43

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

2022-23	2021-22	2020-21	2019-20	2018-19
5	4	3	0	0

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

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

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format	<a href="#">View Document</a>
Copy of the certificates of the program attended by teachers.	<a href="#">View Document</a>
Annual reports highlighting the programmes undertaken by the teachers	<a href="#">View Document</a>

## **6.4 Financial Management and Resource Mobilization**

### **6.4.1**

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

**Response:**

**Mobilization and Utilization of Funds:**

**Mobilization of Funds:**

Birsa Munda College, a State-Aided institution, mobilizes funds through a combination of sources. The primary income comes from student fees collected during admissions. In addition, the college receives grants from the Government of West Bengal and earns bank interest, which contribute to its financial

resources.

### **Utilization of Funds:**

Funds from the government are primarily allocated for the salaries of government-approved teaching and non-teaching staff. The college's General Fund supports the salaries of casual non-teaching employees, such as security guards, scrub cleaners (on need basis), etc., and covers Puja bonuses for casual employees and ex-gratia bonuses for monthly wage workers and karmabandhus (sweepers).

Expenses related to academic and co-curricular activities, maintenance, and infrastructure development are managed through designated account heads. Financial assistance to needy students is provided through the Student Aid Fund. Each department submits requisitions for books, and funds are allocated for the acquisition of library books, and maintenance of infrastructure. Routine expenses, such as electricity bills, internet bills, URL upgradation, are covered by the college's General Fund. The Bursar oversees the billing of expenses, while statutory committees, including the Purchase Committee, ensure adherence to government regulations and rules.

### **Strategic Planning and Utilization:**

The college employs a strategic approach to fund mobilization and utilization, focusing on key areas such as infrastructure, library, and ICT development. Regular audits, both internal and external, are conducted to assess the effectiveness and efficiency of fund utilization.

### **Internal Audit:**

A chartered accountant, appointed by the Governing Body, performs regular internal audits of all accounts. Recommendations from the internal auditor are implemented to enhance financial management practices.

### **External Audit:**

As a Grant-in-Aid college, Birsa Munda College undergoes annual financial audits conducted by auditors appointed by the Directorate of Public Instruction (DPI), Government of West Bengal. Observations and suggestions from these external audits are carefully reviewed and implemented to ensure improved efficiency and transparency in financial management.

## **6.5 Internal Quality Assurance System**

### **6.5.1**

**Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities**

### **Response:**

The Internal Quality Assurance Cell (IQAC) at Birsa Munda College is pivotal in enhancing both academic and administrative quality. It plays a significant role in curriculum development and syllabus formulation by defining Course Outcomes (COs) and Programme Specific Outcomes (PSOs). The IQAC is responsible for implementing the Choice Based Credit System (CBCS), which provides flexibility in course selection and ensures a tailored educational experience. To support inclusive education, the cell offers mentoring, tutorials, and remedial classes for students at varying levels of academic ability, catering to both slow and advanced learners.

In its mission to uphold quality benchmarks, the IQAC regularly interacts with stakeholders to set standards for academic and administrative activities. It organizes induction programs for students and parents to facilitate smooth transitions into academic life. The cell also conducts workshops and seminars, both inter and intra-institutional, on quality-related themes to continually improve practices and share insights. Collaborative efforts are encouraged through study circles, exchange programs, and internships, promoting a richer educational experience. Internal supplementary examinations are arranged to support student progress and address academic challenges.

The IQAC is instrumental in monitoring faculty progress under the Career Advancement Scheme (CAS) in accordance with UGC guidelines. Detailed records are maintained by the committee to ensure transparency and accountability. Coordination with the University of North Bengal's Board of Studies (BOS) is also managed by the IQAC to nominate faculty for workshops, ensuring that the curriculum and syllabus are consistently aligned with the CBCS model.

Innovative pedagogical approaches are promoted by the IQAC, including project-based learning, self-learning, industrial internships, and peer-assisted learning, all of which align with the National Education Policy (NEP) 2020. The cell oversees teaching and learning processes, holds regular academic sub-committee meetings to review methodologies and outcomes, and organizes orientation programs for newly admitted students to integrate them effectively into the academic environment. Importance is given to conducting Academic Administrative Audits at regular intervals to ensure compliance and maintain high standards of quality assurance.

During the COVID-19 pandemic, the IQAC swiftly adapted to the challenges by promoting ICT-enabled teaching. It organized workshops focused on online teaching, established a YouTube channel for lectures, and provided e-content via the college website. Scanned library books were made available to students, and a dedicated Facebook page was created to document college events. Other academic initiatives were transitioned to online modes to ensure the continuity of education without disruption.

By continuously refining programs and introducing skill-based courses, the IQAC has successfully institutionalized quality assurance strategies at Birsa Munda College. This ongoing commitment to improvement has fostered a culture of excellence and reinforced the college's reputation as a leading higher education institution in the region.

## **6.5.2**

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

#### **1. Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement**

**initiatives identified and implemented**

**2. Academic and Administrative Audit (AAA) and follow-up action taken**

**3. Collaborative quality initiatives with other institution(s)**

**4. Participation in NIRF and other recognized rankings**

**5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

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

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

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1

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

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

#### **Response:**

The gender equity and sensitisation in educational institutions involve implementing policies and practices that ensure equal opportunities and support for all genders. This is crucial not only within curricular and co-curricular activities but also in the facilities and support systems provided on campus.

**Curricular Activities:** Gender equity in curricular activities means designing and delivering academic content in a way that is inclusive and representative of all genders. This involves:

- 1. Inclusive Curriculum:** Making sure that the course materials debunk gender stereotypes and represent a range of viewpoints, including those of different genders. Many case studies, textbooks, and examples were used in papers on disciplines including Sociology, Political Science, and English. An Add-On course of 30 hours on “Feminist Theory” was designed and offered to the students to provide them with comprehensive knowledge on gender issues.
- 2. Equitable Participation:** Our college encourages all students to participate in discussions and projects without gender bias. In order to ensure that all students, especially female students, have equal opportunity to lead and contribute in academic settings, the faculty members motivate and support the participation of female students.
- 3. Support and Mentoring:** One of the missions of our college is to provide a secure environment for our students and an education that is gender sensitive and empowering. We are pleased to have an active Internal Complaints Committee; a statutory organisation established to register complaints of harassment and initiate formal actions to address them. For all students, teaching staff, and non-teaching staff, the ICC have also arranged a number of workshops and awareness orientation programs on the subject of sexual harassment in the workplace and institutions.

**Co-Curricular Activities:** Gender equity in co-curricular activities means creating an environment where all genders have equal access to extracurricular opportunities. Birsa Munda College ensures that the sport teams and leadership roles are accessible to everyone with efforts to include diverse gender representation. Our college also ensures all genders have equal access to resources, such as male/female common rooms, smart class rooms, drinking water facilities, use of washrooms and restrooms, parking spaces and several other training, seminars and academic activities. There are constant workshops and training sessions held to raise awareness about gender sensitivity and the importance of equity in all co-curricular activities.

**Facilities for Women on Campus:** Birsa Munda College ensures provision of gender equity by providing facilities and support systems that cater specifically to the needs of women and other

marginalized genders. This includes:

1. Safe Spaces: Maintaining women's lounges, safe rooms, and an ICC room to address gender-specific concerns. Grievance boxes and online forms are available for students to anonymously report issues, ensuring a secure and supportive environment.
2. Health and Hygiene Facilities: Providing adequate sanitary facilities, including vending machines for sanitary pads, ramps, and health services, are some of the measures taken to ensure health and hygiene for girls.
3. Support Services: Offering tailoring courses to the female students are some of the initiatives the college has undertaken to build self-confidence and self-reliance among the female students.

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

### 7.1.2

**The Institution has facilities and initiatives for**

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

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

<b>File Description</b>	<b>Document</b>
Geo-tagged photographs/videos of the facilities.	<a href="#">View Document</a>
Circulars and report of activities for the implementation of the initiatives document	<a href="#">View Document</a>

### 7.1.3

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

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

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

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	<a href="#">View Document</a>
Green audit/environmental audit report from recognized bodies	<a href="#">View Document</a>

#### 7.1.4

**Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)**

#### **Response:**

Birsa Munda College, situated in the Terai region of Darjeeling District, West Bengal, epitomizes inclusivity and social harmony. Its dedication to fostering an environment of tolerance and understanding encompasses cultural, regional, linguistic, and socioeconomic dimensions, creating a nurturing space for diverse student backgrounds.

#### **Cultural, Regional, and Linguistic Inclusivity**

**Cultural Diversity:** The college serves a student body rich in cultural diversity, including tribal, Nepali, Bengali, and various other communities. To cater to this diverse demographic, instruction is primarily conducted in Hindi, a language widely spoken in the region. This approach ensures that educational content is accessible to students from different linguistic backgrounds, facilitating their learning experience.

**Cultural Events:** Birsa Munda College actively promotes cultural inclusivity through a range of events. Celebrations like Basant Utsav, a spring festival, and Birsa Munda Jayanti, honoring the tribal leader Birsa Munda, underscore the college's commitment to acknowledging and celebrating local traditions. The college also observes Nepali Diwas, Hindi Diwas, and International Mother Language Day, which serve to respect and embrace the linguistic diversity within its student body. These events not only foster cultural appreciation but also encourage students to understand and embrace the rich tapestry of traditions within their community.

#### **Socioeconomic Inclusivity**

**Financial Support:** Addressing the economic challenges faced by many students, especially those from tea garden communities, is a priority for the college. It provides access to various scholarships, including Kanyashree, Aikyashree, and Swami Vivekananda Merit-cum-Means Scholarships. Beyond institutional support, faculty and staff contribute personal financial assistance, ensuring that students receive the aid they need.

**Counseling and Mentoring:** The college's support system extends to counseling and mentoring, which

are integral to student success. A systematic Mentor-Mentee Programme and one-on-one classroom interactions provide guidance on academic and personal issues, helping students navigate challenges and achieve their educational goals.

**Uniform Policy:** To promote equality and dissolve socioeconomic barriers, the college enforces a mandatory uniform policy. This policy fosters a sense of unity among students, ensuring that economic differences do not impede social integration.

### **Civic Responsibility**

**Curriculum Integration:** Birsa Munda College integrates lessons on civic values, rights, duties, and responsibilities into its curriculum. Workshops, seminars, and guest lectures reinforce the importance of constitutional values and civic responsibility.

**Awareness Programs:** The college conducts awareness programs on critical issues such as gender equality, environmental sustainability, and social justice. These programs align with India's constitutional mandate, ensuring that students are well-informed about their role as responsible citizens.

### **Community Engagement**

**NSS Cell Activities:** The college's National Service Scheme (NSS) cell is actively involved in community engagement. Activities include distributing essentials to those in need, organizing eye check-up and blood donation camps, and conducting cleaning and plantation drives both on campus and in surrounding areas.

**Eco Club Initiatives:** The Eco Club further promotes environmental consciousness by creating and distributing biodegradable paper bags made by students. These initiatives foster a culture of environmental responsibility, aligning with the college's commitment to sustainability.

Through its comprehensive efforts, Birsa Munda College not only provides quality education but also cultivates a sense of inclusivity, equality, and social responsibility. The college's commitment to embracing cultural and linguistic diversity, supporting socioeconomic equity, instilling civic values, and engaging with the community prepares students to become proactive and conscientious citizens in a diverse and dynamic society.

## **7.2 Best Practices**

### **7.2.1**

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

**Response:**

**Best Practice 1: Heritage Chronicles: Preserving Indigenous Cultures of Nakshalbari**



## Objectives of the Practice:

1. **Preservation of Cultural Heritage:** Systematically document and archive indigenous languages and traditions to prevent their erosion.
2. **Promotion of Cultural Awareness:** Foster appreciation for the cultural diversity of local tribal communities.
3. **Educational Enrichment:** Integrate cultural heritage into the curriculum to enhance learning.
4. **Empowerment through Language Preservation:** Translate cultural materials into English for broader accessibility.
5. **Future Publication and Dissemination:** Publish and share documented heritage to reach wider audiences.

## The Context:

Birsa Munda College, situated in Nakshalbari, North Bengal, is located in an area rich in indigenous cultures, surrounded by tea gardens and tribal communities. These communities are at risk of cultural assimilation and loss of their unique languages and traditions due to modern influences. Recognizing the urgency to preserve this cultural heritage, the college embarked on a mission to document, archive, and translate the oral traditions and practices of these tribes, aiming to safeguard their heritage while promoting cultural awareness and academic enrichment.

## The Practice:

1. **Collection of Oral Traditions:** The college collects oral traditions such as folk tales, songs, riddles, lullabies, poems, and prayer songs from local indigenous communities. Students, faculty, and local staff are actively involved in this collection process.
2. **Student Involvement:** Students are engaged in the documentation process, fostering respect and understanding of their cultural roots and ensuring the preservation of these traditions.
3. **Translation for Accessibility:** Cultural materials are translated into English to preserve their linguistic and cultural nuances while making them accessible to a global audience. This step involves careful collaboration to avoid loss of meaning and significance.
4. **Publication of Materials:** The college plans to publish these translated works to preserve and widely share the cultural heritage, contributing to academic studies on indigenous cultures.
5. **Integration into Curriculum:** Cultural awareness is promoted through seminars and talks, indirectly incorporating indigenous heritage into the academic environment.

## Evidence of Success:

The college has successfully collected and archived a significant amount of cultural material with active student involvement. Dr. Birendra Mridha, the Principal, is working with potential publishers, while Dr. Anurima Chanda oversees translation and dissemination. A large-scale seminar on Birsa Munda Jayanti and dialogues with Dr. Ratan Biswas, a Bangla Sahitya Akademi Award winner, have provided valuable insights. The college's efforts have garnered a positive response from the Tribal Ministry for establishing a formal research and archiving space.

## Problems Encountered and Resources Required:

- **Explaining the Importance:** Educating students about the value of their cultural materials and

traditions.

- **Student Connection:** Addressing the limited direct contact students have with their traditional cultures due to modern influences.
- **Translation Challenges:** Ensuring culturally sensitive translation to avoid diluting the original meanings.
- **Financial Constraints:** Securing funds for extensive documentation, translation, and publication.
- **Support and Sponsorship:** Seeking support from potential sponsors and financial assistance to sustain the project.

## **Best Practice 2: Empower(H)er: Skill Development for Women Entrepreneurs**

### **Objectives of the Practice:**

1. **Skill Development:** Provide vocational training to enhance employability and productivity among women.
2. **Fostering Entrepreneurship:** Support women in starting and running their own businesses.
3. **Addressing Employment Challenges:** Tackle unemployment and underemployment through skill development.
4. **Integration with National Programs:** Partner with initiatives like Pradhan Mantri Kaushal Vikas Yojana to upskill women and promote economic self-sufficiency.
5. **Contributing to Socio-Economic Progress:** Support broader socio-economic development through enhanced workforce skills.

### **The Context:**

Birsa Munda College is located in a region where traditional industries and limited access to vocational training contribute to socio-economic challenges. Women in this area face barriers such as low employability and underemployment due to a lack of skills and opportunities. The college recognized the need to address these issues through skill development programs, integrating national initiatives like Pradhan Mantri Kaushal Vikas Yojana to overcome resource and infrastructure limitations and cultural barriers.

### **The Practice:**

1. **Skill Development Classes:** The college has allocated a large room for skill development classes and workstations. These classes are open to college students and the broader community, with a focus on garment making.
2. **Program Structure:** The training includes theory sessions on garment types, fabrics, and tools, as well as practical classes on stitching techniques. Participants must pass an examination covering both theory and practical assessments.
3. **Practical Application:** The training equips participants with skills to launch small businesses, such as curtain-making ventures, contributing to their economic independence.

### Evidence of Success:

The initiative has been successful, with many students using their training to start small businesses. The hands-on experience provided has enhanced their entrepreneurial skills and economic independence.

### Problems Encountered and Resources Required:

1. **Scheduling Conflicts:** Managing practical classes alongside regular college classes has been challenging for students.
2. **High Registration Volume:** The high number of registrations has exceeded the available space and resources.
3. **Power Disruptions:** Frequent power cuts have disrupted sessions.
4. **Trainer Limitations:** A single trainer for over 150 students has created a bottleneck in delivering individual attention.

### Future Needs:

- **Additional Space and Infrastructure:** To accommodate more participants and improve training conditions.
- **More Trainers:** To provide effective and individualized training.
- **Infrastructure Improvement:** To address issues such as frequent power cuts and enhance the overall training experience.

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

## 7.3 Institutional Distinctiveness

### 7.3.1

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

#### Response:

**Birsa Munda College** has carved a unique niche as the only Hindi medium institution in the Darjeeling District's tea garden region. This distinctiveness is not merely a feature but a strategic alignment with the college's core mission to serve as an educational haven for first-generation learners from tribal communities. This positioning underscores the institution's commitment to preserving linguistic and cultural heritage while addressing significant educational and socio-economic challenges faced by its students.

#### Addressing Linguistic and Educational Barriers

Operating as a Hindi medium college in a region characterised by linguistic diversity, Birsa Munda College plays a crucial role in overcoming language barriers. Many of its students, primarily from tribal communities, face challenges in accessing education due to linguistic discrepancies. By providing instruction in Hindi, the college ensures that students can engage with the curriculum effectively, thereby reducing language-related obstacles to learning. This approach is particularly significant in a region where other educational institutions might offer instruction in elite languages that are less familiar to these communities.

### **Empowering First-Generation Learners**

A substantial proportion of Birsa Munda College's students are first-generation learners. For these individuals, higher education represents a transformative opportunity for social mobility and personal growth. The college, while adhering to the affiliating university's prescribed curriculum, tailors its support services to address the distinct needs of these learners. Special attention is given to creating an inclusive and supportive learning environment, which includes personalised mentoring, academic assistance, and socio-emotional support through both on one-on-one interactions as well as the mentor-mentee system. This holistic approach aims to empower students, helping them build confidence and competence to succeed in their academic and professional pursuits.

### **Promoting Cultural and Indigenous Knowledge**

Birsa Munda College's efforts extend beyond traditional education. The institution actively engages in preserving and promoting the rich cultural heritage of the tribal communities it serves. Through various initiatives, such as documenting indigenous folk tales, songs, and traditions, the college plays a pivotal role in safeguarding the cultural legacy of the region. These efforts are integrated into the college's educational framework, thereby fostering an appreciation for indigenous knowledge and ensuring its transmission to future generations. The college has organised numerous academic and cultural events already to raise awareness and create a space for resource exchange, furthering its mission to honour and sustain the unique cultural heritage of its community.

### **Community Engagement and Social Impact**

Birsa Munda College's commitment to community engagement is evident through its active involvement in outreach programmes and social initiatives. The college significantly contributes to the region's social and economic upliftment by supporting local projects and participating in community development. Its initiatives, including cultural celebrations, awareness programmes, and socio-economic support activities, reflect a dedication to fostering community spirit and shared purpose. The NSS and Eco Club of the college actively organise various community programmes and awareness campaigns, further demonstrating the college's role in enhancing the well-being of the region and its residents.

### **Overcoming Socio-Economic Challenges**

Socio-economic barriers are a significant concern for many students from the tea garden communities. Recognising these challenges, Birsa Munda College has implemented various measures to provide financial and academic support. Access to Government Scholarships, Student Credit Card system, financial aid programmes, and personal assistance from faculty members are part of the institution's strategy to alleviate the economic burdens on students. Additionally, the college's mentoring programmes offer valuable guidance, helping students navigate their educational and personal challenges

effectively.

### **Future Aspirations and Institutional Goals**

Looking ahead, Birsa Munda College aims to further enhance its role as a centre of empowerment and community development. Plans are underway to expand support services, deepen engagement with local communities, and strengthen efforts in preserving and promoting indigenous knowledge. The college aspires to develop a skill development programme by establishing an automobile hub for training. Additionally, there are plans to scale up the women’s skill development tailoring unit into a more systematic programme. The college also intends to establish a Tribal Centre dedicated to research and archiving materials. Future initiatives include expanding digital learning opportunities with more digital classes and enhancing the library to provide access to external resources. Through these developments, Birsa Munda College seeks to make a lasting impact on the region’s educational and socio-economic landscape.

Birsa Munda College’s distinctive focus on serving first-generation learners from tribal communities and its commitment to linguistic, cultural, and socio-economic inclusivity set it apart as a beacon of empowerment and progress. Through its innovative approach and dedicated efforts, the college plays a vital role in transforming lives and contributing to the holistic development of the region.

<b>File Description</b>	<b>Document</b>
Appropriate web in the Institutional website	<a href="#">View Document</a>

## 5. CONCLUSION

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### **Additional Information :**

Birsa Munda College has evolved into a distinguished hub of intellectual growth and academic enrichment. Central to its mission are the numerous workshops, seminars, and specialized classes organized by the college. These initiatives provide valuable platforms for both faculty and students to explore their fields of interest, acquire new skills, and gain insights beyond traditional classroom learning.

Beyond academic pursuits, Birsa Munda College is deeply committed to community engagement through extensive extension activities. These initiatives are designed to raise awareness about critical social issues, fostering not only intellectual development but also moral and ethical growth. By emphasizing social responsibility and civic engagement, the college aims to develop well-rounded individuals who contribute positively to society.

The college actively pursues collaborative opportunities to enhance the academic experience of its stakeholders. Strategic partnerships and Memorandums of Understanding (MoUs) with various institutions, universities, industries, and corporate entities facilitate research collaborations, faculty exchanges, and interdisciplinary projects. These efforts broaden academic horizons and provide invaluable opportunities for growth and innovation.

Birsa Munda College's dedication to excellence and innovation is reflected in the accolades and recognition it has received over the years. This recognition underscores the college's ongoing commitment to academic excellence, community engagement, and the pursuit of comprehensive knowledge.

### **Concluding Remarks :**

Birsa Munda College, established in 2018 and affiliated with the University of North Bengal, stands out for its commitment to academic excellence, innovative pedagogy, and social responsibility. The college utilizes the Choice-Based Credit System (CBCS) to offer flexible course options and enhances traditional teaching methods with ICT tools like PowerPoint presentations and Google Classroom. Practical sessions, field trips, and guest lectures further enrich the educational experience.

The college is dedicated to student development, offering capacity-building activities in soft skills, communication, life skills, and ICT. It provides scholarships and career counseling, addressing both academic and professional needs. Although lacking a registered alumni association, the college maintains an informal network that facilitates connections and support among former students, with plans to formalize this into an official association to enhance mentorship and collaboration.

Faculty and staff welfare are prioritized, with professional development encouraged through research, conferences, and performance appraisals. The Internal Quality Assurance Cell (IQAC) plays a crucial role in maintaining educational standards and adapting to challenges like the COVID-19 pandemic by facilitating online learning and digital resource creation.

The college promotes inclusivity through gender-sensitive policies, cultural preservation, and socio-economic support. Initiatives like "Heritage Chronicles" and "Empower(H)er" reflect its commitment to preserving local

cultures and supporting women's entrepreneurship. Community engagement is further supported by clubs like NSS and Eco Club, addressing local needs and fostering social responsibility.

Located in the rural tea garden communities of Nakshalbari, the college integrates modern amenities with a focus on holistic development. Its campus features advanced IT infrastructure, a well-equipped library, and facilities for student welfare. Future plans include expanding digital learning, establishing a Tribal Centre, and scaling up skill development programs.

Birsa Munda College's dedication to innovative education, cultural preservation, and community service underscores its role as a transformative institution, committed to empowering students and positively impacting its local and academic communities.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																																								
1.4.1	<p><b><i>Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website</i></b></p> <p>Answer before DVV Verification : A. Feedback collected, analysed, action taken&amp; communicated to the relevant bodies and feedback hosted on the institutional website Answer After DVV Verification: C. Feedback collected and analysed Remark : Input edited as per supporting documents</p>																																								
2.1.1	<p><b>Enrolment percentage</b></p> <p><b>2.1.1.1. Number of seats filled year wise during last five years (Only first year admissions to be considered)</b></p> <p>Answer before DVV Verification:</p> <table border="1"><thead><tr><th>2022-23</th><th>2021-22</th><th>2020-21</th><th>2019-20</th><th>2018-19</th></tr></thead><tbody><tr><td>348</td><td>445</td><td>336</td><td>265</td><td>354</td></tr></tbody></table> <p>Answer After DVV Verification :</p> <table border="1"><thead><tr><th>2022-23</th><th>2021-22</th><th>2020-21</th><th>2019-20</th><th>2018-19</th></tr></thead><tbody><tr><td>346</td><td>445</td><td>336</td><td>265</td><td>354</td></tr></tbody></table> <p><b>2.1.1.2. Number of sanctioned seats year wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"><thead><tr><th>2022-23</th><th>2021-22</th><th>2020-21</th><th>2019-20</th><th>2018-19</th></tr></thead><tbody><tr><td>976</td><td>788</td><td>788</td><td>728</td><td>728</td></tr></tbody></table> <p>Answer After DVV Verification :</p> <table border="1"><thead><tr><th>2022-23</th><th>2021-22</th><th>2020-21</th><th>2019-20</th><th>2018-19</th></tr></thead><tbody><tr><td>1005</td><td>810</td><td>810</td><td>750</td><td>750</td></tr></tbody></table>	2022-23	2021-22	2020-21	2019-20	2018-19	348	445	336	265	354	2022-23	2021-22	2020-21	2019-20	2018-19	346	445	336	265	354	2022-23	2021-22	2020-21	2019-20	2018-19	976	788	788	728	728	2022-23	2021-22	2020-21	2019-20	2018-19	1005	810	810	750	750
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2.1.2	<p><b><i>Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years</i></b></p> <p><b>2.1.2.1. Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)</b></p> <p>Answer before DVV Verification:</p> <table border="1"><thead><tr><th>2022-23</th><th>2021-22</th><th>2020-21</th><th>2019-20</th><th>2018-19</th></tr></thead><tbody><tr><td>143</td><td>177</td><td>145</td><td>120</td><td>187</td></tr></tbody></table>	2022-23	2021-22	2020-21	2019-20	2018-19	143	177	145	120	187																														
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143	177	145	120	187																																					



Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
80	84	76	72	68

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
452	366	366	338	338

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
452	366	366	338	338

Remark : Input edited as per supporting documents

2.6.3

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
130	163	168	0	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
136	163	168	0	0

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

Answer before DVV Verification:

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

3.3.2

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
30	14	7	1	2

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
17	13	7	1	2

Remark : Input edited as per supporting documents

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
17	10	3	4	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
16	9	3	4	0

Remark : Input edited as per supporting documents

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
31.02	12.97	1.23	38.15	736.96

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
30.19	12.21	1.14	26.88	736.63

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

**4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years**

(INR in lakhs)

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
2.80	4.28	1.82	0.82	0.33

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
2.80	3.15	1.56	0.81	0.33

5.1.4

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

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

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

Remark : Input edited as per supporting documents

5.3.2

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
8	10	5	7	6

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
6	9	4	5	6

Remark : Input edited as multiple activities under one event to be counted as one only

6.3.3

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
6	4	3	0	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
5	4	3	0	0

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
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6.5.2

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

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

Answer before DVV Verification : B. Any 3 of the above

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

Remark : Input edited as per supporting documents

7.1.2

**The Institution has facilities and initiatives for**

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

Answer before DVV Verification : A. 4 or All of the above

Answer After DVV Verification: B. 3 of the above

Remark : Input edited as per supporting documents

7.1.3

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

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

Answer before DVV Verification : A. All of the above  
Answer After DVV Verification: C. Any 2 of the above  
Remark : Input edited as per supporting documents

## 2.Extended Profile Deviations

ID	Extended Questions
1.1	<b>Number of teaching staff / full time teachers during the last five years (Without repeat count):</b> Answer before DVV Verification : 27 Answer after DVV Verification : 28