



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution	Prabhu Jagatbandhu College
• Name of the Head of the institution	Dr. Subrata Kumar Ray
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03326690221
• Mobile No:	8777589465
• Registered e-mail	prabhujagatbandhucollege2019@gmail.com
• Alternate e-mail	arnabgupta@pjc.ac.in
• Address	Jhorehat, Andul-Mouri
• City/Town	Howrah
• State/UT	West Bengal
• Pin Code	711302
2.Institutional status	
• Type of Institution	Co-education
• Location	Semi-Urban
• Financial Status	Grants-in aid

• Name of the Affiliating University	University of Calcutta				
• Name of the IQAC Coordinator	Dr. Arnab Gupta				
• Phone No.	03326690221				
• Alternate phone No.	8582973927				
• Mobile	8582973927				
• IQAC e-mail address	iqacpjc@gmail.com				
• Alternate e-mail address	arnabgupta@pjc.ac.in				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.pjc.ac.in/pdf/aqar/AQAR-2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.pjc.ac.in/pdf/ug-scheduled-24-7-20.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.74	2008	28/03/2008	28/03/2013
Cycle 2	B	2.85	2015	03/03/2015	03/03/2020
6.Date of Establishment of IQAC			08/04/2009		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	NIL	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			4		

<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	No	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
Academic and administrative audit done for the academic year 2020-21.		
Psychological Counselling of Women in the post COVID situation.		
Health Care in India and COVID Less Attention and More Extravaganza held on 28.06.2020		
Group mentoring has been done for the students through online mode during COVID situation.		
Student feedback has been done through online mode.		
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
Nil	Nil	
Nil	Nil	
Nil	Nil	
Nil	Nil	
Nil	Nil	
Nil	Nil	
Nil	Nil	
13. Whether the AQAR was placed before statutory body?	Yes	

- Name of the statutory body

Name	Date of meeting(s)
IQAC	19/01/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
YES	19/02/2021

Extended Profile**1. Programme**

1.1	37
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	4156
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	1756
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	985
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	39
File Description	Documents
Data Template	View File
3.2 Number of Sanctioned posts during the year	41
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	56
4.2 Total expenditure excluding salary during the year (INR in lakhs)	28.8749
4.3 Total number of computers on campus for academic purposes	120

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution follows the syllabus prescribed by Calcutta University for its UG and PG courses. The syllabus is modularised at the beginning of each academic session and assigned to different faculty members of each department. A lesson plan is also maintained. Due to COVID 19 everything (viz., lesson plan, class

routine etc.) has been finalized by the respective departments through online mode.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The institution adheres to the academic calendar including for the conduct of CIE. The college is affiliated to Calcutta University. The university declared the Academic Calendar in the beginning of every session. After the starting of session, the college has to follow the Academic calendar. However, the college prepares its own calendar, which is done parallel to the university. The University academic time-table includes following factors:

(i) Date of admission (ii) Commencement of teaching (iii) Dates of unit tests (iv) Dates of terminal tests (v) Dates for practical exams (vi) Dates for extra-curricular activities, like student union, NSS/NCC/Sports/YRC/Cultural and literacy programs, etc. (vii) Diploma and PG time-table, including: (viii) PG Admission (ix) Commencement of classes (x) Internal exams (xi) Semester break (xii) Preparation leave (xiii) Practical exams etc. (xiv) List of holidays, vacations and working days (xv) Duties of teachers, etc.

But from the last week of March 2020 onwards, due to pandemic situation all the stakeholders have performed their duties through online mode as per the decision taken by the University.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in C. Any 2 of the above following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

**Academic council/BoS of Affiliating University
Setting of question papers for UG/PG
programs Design and Development of
Curriculum for Add on/ certificate/ Diploma
Courses Assessment /evaluation process of the
affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

37

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

Higher Education contributes significantly to sustainable living as well as to equitable economic growth and socioeconomic development of the nation. The National Policy for Education, 2019 thus focuses on liberal and broad-based undergraduate education emphasizing on equality and justice. A proper blending of crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum is instrumental in attaining this noble objective. Prabhu Jagatbandhu College addresses such issues and the faculty members of all the departments are sensitive to the various social issues and make every effort to sensitize the students in this regard. There are specific committees such as the Woman Cell, Value Education Cell, Eco-Club, NSS unit, etc. that make a collective effort to sensitize the students on areas of concern. Departments organise webinars/ workshops/ special lectures to integrate these courses. In the under graduate course of the affiliated University, Calcutta University, Environmental Studies Course included in Ability Enhancement Compulsory Course (AECC-2) in the Semester 2 of the CBCS curriculum. Gender & Environment issues as a part of curriculum is incorporated in multiple subjects including Economics, Political Science, Sociology, Philosophy, Geography and History. Human values and professional ethics related issues as a part of curriculum is also incorporated in multiple subjects such as Political Science and Commerce.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

14

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

1962

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

A. All of the above

from the following stakeholders Students
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

985

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

535

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Bridge course program are held for better understanding of the students' depth of knowledge and knowledge gaps about a particular subject. Remedial and tutorial classes for backward students. But due to pandemic situation, such courses has not been taken.

ICT tools such as e-learning, web link, Google classroom, several whatsapp group for individual classes have been introduced. Critical thinking and problem solving skills of students are enhanced by organizing extempore, debates, mock classes on various issues of social relevance, logical reasoning and philosophical insight. Quiz contests to boost knowledge about current affairs and recent social phenomena. Seminars and workshops are held on regular basis on several topics by different departments so that students can take interest and gain knowledge about various phenomena around them.

Power point presentation with flow charts, diagrams and pictures for better understanding of the topics.

A department like Geography conduct online field studies regularly to give practical knowledge about the topics taught in the classrooms. The college central library has a good stock of books for all subjects. Many departments have their own collection of library books that are given to the students from time to time.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
4156	89

File Description	Documents
Any additional information	View File

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

The college facilitates all possible efforts for development of students through various forums like, career counseling cell, placement cell, and many other different clubs. To enhance practical utility of the various courses, especially under science and commerce faculties, students are encouraged and guided to undertake projects to gain experience. Emphasis is given on proper academic preparation and syllabus completion. Advance information is given about topics to be taught in the next class so that the students can come prepared for active discussion with teachers. By allotting first 5-7 minutes of the lecture to revise the contents covered in the last lecture by asking some questions to check the understanding of the students and to develop a link for the topic of current lecture. Any doubts raised by learners are clarified by re-explaining the topic at a level where student can grasp the topic more easily. Guest lectures by eminent experts from academia are organized. Library facilities help students in self-learning process. Access to Free resources INFLIBNET, NDL- IIT Kharagpur are available in the library section provided in the website. The central library provided user awareness programmes to students from time to time. During pandemic times, all student centric activities were attempted through online mode.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

There are Ten (10) ICT-enabled classrooms in the college, out of which 9 are smart classrooms. Our Seminar Room which can accommodate

more than 150 students has a set-up of Digital projector with digital surround speakers and cordless microphones. One of the classrooms has been upgraded to smart classroom with high end interactive digital board, which is now been used commonly. Four classrooms in PG section of Mathematics and Geography are equipped with portable projector and for conducting seminars and presentations. All the departments have computers with Internet facility for preparation of power point presentation and other teaching learning materials.

Use of ICT during the Pandemic Period:

The pandemic has made ICT an essential part of life in every way. In adherence to the government order the college started with online classes as early as 18th March, 2020. Online classes are being held regularly by all the departments as per notification by the college authority. Classes and examinations are being taken through Google Classroom, Google Meet, Zoom, Team Link, YouTube, WhatsApp and e-mail.

Library is migrated to KOHA (local host) since 2014 and finally moved to web based KOHA. Since 2021 our library provides a very user-friendly KOHA Web-OPAC service for searching documents and books remotely to library users.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

89

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

39

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

1

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

39

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Teachers ensure that the students are aware of the Internal Assessment Evaluation Criteria at the beginning of the academic session. It is discussed with them in detail to enhance transparency and rigor with a view to focus on individual and original work. The criteria is objective and transparent devoid of any bias on the part of the teacher. Students are informed in advance that independent learning, original thinking and new ideas will be given additional points. Assignments and tests are regularly conducted and students are given multiple opportunities to improve their performances.

Regular class work, homework and small evaluations help teachers to identify the short comings of the students and weaker students are provided with study materials, topics are re-explained as required and they are given re-assignments for their improvement. Regular parent teacher meetings are held to discuss with the guardians of their ward's progress , difficulties faced by a student, has been discussed.

Curriculum of some courses allow skill enhancement through practical sessions and continuous evaluation is done through testing of skills developed. Disciplines such as Commerce, Computer Applications, Economics and Mathematics have practical components as part of their curriculum which focus on problem solving skills using ICT techniques.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Both the internal and external examinations were held online during the pandemic period. The students were given detailed guidelines regarding this process and they were directed by the teachers if they faced any difficulty. The scanned copies of the answer scripts are preserved for any future query. The answer papers of the internal/tutorial examinations are preserved by the College for five years as directed by the University. Any inquiry coming up within this period can thus be addressed to without much difficulty. The faculty addresses the rightful grievances of the students pertaining to the marks obtained in the internal assessment. The evaluated papers related to internal examination consisting of class tests, assignments, projects etc. are returned to students with detailed remarks and suggestions for improvement. The students are free to discuss with the teachers their mistakes and ways to improve their result. The University examination system under CBCS also requires that the students be marked on their class attendance in each course. These marks are added to get the final result. If any error is detected in the final mark-sheet in spite of rigorous scrutiny, it is promptly reported to the University by the College.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The institution offers

- B.A., B.Sc., and B.Com. streams, both Honours and General at the undergraduate level, and
- M.Sc. (Geography) ,M.A. (Bengali), and M.Sc. (Mathematics) at the postgraduate level

Since the institution is not autonomous, it adheres to the course curricula framed by the Board of Studies (BOS) of the affiliating university, University of Calcutta. The syllabus of each course is communicated to colleges and also available on the University website. The University as well as some affiliated colleges organise workshops on the syllabus of different subjects, where the teachers

are made aware of the Programme and Course outcomes.

At the beginning of the academic year, the Head of each department (HOD) organises a departmental meeting regarding the distribution of syllabus to all faculty members. The department prepares Programme Outcomes (POs), Programmes Specific Outcomes (PSOs) and Course Outcomes (COs). The programme outcomes for every course offered in each subject along with syllabi is uploaded on the college website.

The stakeholders of the institution can access the POs and COs through browsing them. The newly enrolled students are made aware of the desired outcomes of the programmes they have chosen through Orientation Programme for the students and Induction Programmes conducted by individual departments. The POs and COs are also explained in details by the faculty members in the class in each semester, both at the UG and PG level.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The basic Programme Outcomes and Course Outcomes for primarily undergraduate institution, like Prabhu Jagatbandhu College despite being a PG College, is assessed in progression of its students to higher education or to some professional course or in their placement in job markets. The specific departments of the institution always attempt to keep track of the progression of its students in multiple dimensions. Nevertheless, the final outcomes of the Courses or Programmes are evaluated by the marks or grades that the students obtained in the University examinations. While Course Outcomes can be judged at the end of a semester by the course results, the Programme Outcome is obtained by the programme result after completing all semesters.

The attainment of the course outcome is also assessed through

internal examinations as the questions for the internal examinations are framed in line with course outcomes. Besides NCC and NSS programmes, each department takes different initiatives (both curricular and co-curricular) so that learning objectives of each course (paper-wise) be achieved. Organising class tests and subject-oriented quizzes, student seminars as well as talks and workshops, etc. are a part of this improvement scheme. Individual departments meet regularly to discuss the results, how the students have progressed, and what is to be done for those lagging behind, and they organize Teacher-Guardian meet. The college gets an idea of the students' own perception regarding their progression through student feedback report.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

985

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may

design its own questionnaire) (results and details need to be provided as a weblink)

https://docs.google.com/forms/d/e/1FAIpQLSfx6vePUjo_rYsaM0IX65_XslHOf-V2AodXKZLUMQVgSuM_NA/formResponse

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 year (INR in Lakhs)

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

3.10

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://dstbt.bangla.gov.in/

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during

the year

34

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

25

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

24

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

On 8th August, during the Pandemic, the NCC Unit and the NSS Cell of the college jointly organised a webinar entitled Challenges and Relief Measures in the Days of Pandemic: The Role of NCC and NSS to create awareness among the students about the services offered by NCC and NSS. In May, the NSS Cell in association with Food and Nutrition Department of the College organised a webinar entitled Fight the Pandemic Naturally on the nutritional values essential during the crisis. Dr Ray Chakravarti, a renowned nutritionist, advised us about certain foods which are full of anti-oxidant like Vitamin A, C E and selenium. World Environment Day is celebrated virtually by the NSS unit in association with the Department of Philosophy for spreading planetary consciousness as a part of environmental activities for this college. In July, the department of Philosophy in association with NCC and NSS Unit of the college organised tree plantation programme by observing Aranya Saptaha.

Observation

- Our student volunteers have understood the relevance of such problems
- They have understood the types of social work

They have understood about the practical approaches of social welfare.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

2

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

2

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

32

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

2

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution has Fifty five (55) fully functional Class Rooms. The mode of teaching is both conventional Chalk & Talk method along with Digital mode on many among those. Thirteen (13) rooms are fully equipped with short throw digital projectors. Our Seminar Room which can accommodate more than 150 students has a set-up of Digital projector with digital surround speakers and cordless microphones. One of the classrooms has been upgraded to smart classroom with high

end interactive digital board, which is now been used commonly.

One meeting room is also equipped with portable projector. Four classrooms in PG section of Mathematics and Geography are equipped with portable projector and for conducting seminars and presentations. All departments are equipped with desktops and Internet connectivity. Most of the department has Laptop, scanner and printer facilities.

The campus is also Wi-Fi enabled for everyone. The science departments (Physics, Chemistry, Computer Science, Electronics, Geography, Zoology, Botany, Food and Nutrition) has well equipped laboratories with computing and internet facilities.

A students' cheap store is available which provide accessories needed for students at discounted rates. A photocopying facility for students and teachers is also available within the store.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

There are two common rooms in the college premises one for girls and one for boys students. These serve as an open space for relaxation, socialising and entertainment. There are carom boards, Volley Ball, Cricket, Foot Ball, Badminton and table tennis arrangements allied to common rooms. A 16 station Gym has been installed in the college for the development of physical strength of the general students at a nominal charge.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class,

LMS, etc.

56

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

16

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

28.8749

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The Central Library of Prabhu Jagatbandhu College was partially automated with CDS/ISIS software since 2003 and later on 2007 the library had used WINISIS software for the library automation. In 2014 the library was fully automated using Koha, an open-source Integrated Library Management Software. Further in November 2021 the Central Library has hosted the Koha (Version 20.11.09.001) on the web with the assistance of a vendor (www.l2c2.co.in) and since then

Central Library provides web-based access of library resources to its users. The library has made all the housekeeping activities like accessioning, cataloguing and circulating its books (issue/return of books) using that software. Besides, the Central Library provides its users with a web-based Online Public Access Catalogue (OPAC) through which users can search the books sitting at their home regarding the availability of books on the library, about their current status like whether they are issued or not and where they are shelved etc. Even they can get the information like which books they have issued and how many days they have issued the books etc., by logging their account on the Koha Web OPAC. The barcoding process in the Central Library is going on and about 90% of books have been barcoded. The library has been using separate barcode machine for barcoding of books and barcode scanner for the issue and return of books. The Central Library provides the free access to e-resources (access available from the college library website) with the association of (National Digital Library of India) developed by IIT Kharagpur and NLIST by INFLIBNET. Besides, the library provides the information of issue/return of books via email to all the users. Specialized services like online notification, awareness on e-resources, consultation of using the right documents and library orientations are provided to students from time to time. Besides, Central Library also provides barcode enabled Digital Library Card to all the library users.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources C. Any 2 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.059

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

55

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

- The college has 120 computers (106 desktop & 14 laptops), 28 printers/ scanner, 3 projectors out of these 84 desktops are for Academic purpose and 16 are desktops are for Administrative purpose. Regular maintenance is carried out all the desktops and laptops.
- Internet connection from SITI Broadband service with more than 130MBPS speed.
- Over the last five years four internet connection with 130MBPS have been installed. The bandwidths have been regularly updated over the last five years.
- A CMS software (AIMES cloud) from Infotech Lab Kolkata has been installed since 2018.
- Message in bulk is send through vendor for notice of 1st SEM student admission.

- A large number of classrooms are ICT enabled and portable LCD projectors are provided for other classroom. Projectors are repaired and maintained through temporary orders.
- Video conferencing facility is available in the seminar hall.
- Biometric connection is on the process.
- Library is automated with CDS/ ISIS since 2003 and automated with WINISIS on and from 2008. Library is migrated to KOHA (local host) since 2014 and finally moved to web based KOHA since 2021. Since 2021 our library provides a very user-friendly KOHA Web-OPAC service for searching documents and books remotely to library users.
- Different PPT s are provided for the students in the college website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

120

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

7.4076

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college has a well-developed, well organized and decentralized mechanism of maintenance and

upkeep of physical, academic, and support facilities. Following are the maintenance mechanisms followed by the college in particular:

Maintenance of academic facilities

Maintenance of Physical facilities

Campus cleaning and

IT infrastructure.

In the beginning of the session the budget of the college is placed in the meeting of the Finance Committee and budgetary provisions are made for all these facilities. The Governing Body approves the budget or any major expense made for any such facility. Tender notification is then done for bulk purchases. Otherwise, local vendors supply the necessary items. Financial rules of the government are strictly followed for all purchases.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

292

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

27

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

C. 2 of the above

File Description	Documents
Link to institutional website	https://www.pjc.ac.in/index.php?option=com_content&view=article&id=190&Itemid=0
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

4

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

1

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg:

JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

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 year****5.3.1.1 - 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 year.**

1

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Our students participate actively in the functioning of the College. The student representation is as per the norms and directives of the University. The students on their own organize programmes like Freshers' Welcome, Blood Donation Programme, Teachers' Day celebration, cultural competition, Annual Social Programme, Annual Exhibition, Publication of Students' Magazine, Annual Sports etc. The Students' Council functions in consultation with the College authority as well as teachers of different departments. But due to PANDEMIC situation, the students was able to arrange few program

which could be compatible through online mode (cloud meeting).

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

4

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

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

The Alumni Association of the college was established in December, 2002. The Alumni Association has about 300 members. Every member would have expressed his/her willingness to help the authority towards proper development of the college. The authority has applied for registration of Alumni Association. It will be done very soon.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

**5.4.2 - Alumni contribution during the year E. <1Lakhs
(INR in Lakhs)**

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Prabhu Jagatbandhu College, popularly known as Andul College, is an institution that imparts education at the undergraduate course and affiliated under the University of Calcutta. Established in the year 1964 it is located at Andul in Howrah District, West Bengal, India. Around 57 years ago Dr. Tinkari Ghosh gifted some of his ancestral land and a building to start the college. He designated the college in the name of his Guru, the Saint Prabhu Jagatbandhu. This college possess a very rich heritage both historically and culturally. The present management and staff are trying their best to preserve the golden legacy and run the college efficiently. The college imparts quality education to the students of rural based semi urban area.

Mission and Vision of the College

The vision of the college is to energize the human capital of the hinterland of the college by setting the new standards for excellence, access, and stewardship for new era.

To realize the vision of our college we are committed to provide an academically rich multicultural learning experience that prepare all its students to realize their goals, pursue meaningful life work and to be socially responsible contributors to their communities, locally and globally.

The college strives to achieve

- robust and accurate self-assessment which leads to real improvement
- to enable outstanding success for all learners
- to carry out rigorous action planning and monitoring
- to achieve very high satisfaction for all our learners, parents, staff and other stake holders.

File Description	Documents
Paste link for additional information	https://www.pjc.ac.in/index.php?option=com_content&view=article&id=47&Itemid=0#
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Chairman of the Governing Body and the Principal lead the governance and management of the institution. The members of the governing body, led by the Chairman take care of day-to-day functioning of the college. A democratic and participative management system is followed in which the teaching, non-teaching and students - all contribute. The authorities lead by example and the other members of the college family willingly follow. They are distributed in different committees and together work towards the wellbeing of the college.

A decentralized administrative system provides the best facility to the students. Before implementation of any important measure the Principal discusses it with the different stake holders in meetings, funds are mobilized, and decisions are taken. For instance, there exists a library committee constituted by the Governing Body.

File Description	Documents
Paste link for additional information	https://www.pjc.ac.in/index.php?option=com_content&view=article&id=52&Itemid=0
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The long term plans have been laid down in the strategic plan in consultation with Department committees, joint workshops of senior professors for strategy formulation. Prabhu Jagatbandhu College will sustain its excellence and distinctiveness by following a strategic

plan that is built upon six sub areas viz.,

- Academic Process
 - Employability
 - Industry Connect
 - Self-Learning
 - Research and
 - Personality development
 - The management and staff strive continuously to convert this college into one of the leading institutions of higher education.
 - The college, by further enhancing the quality of education, research and maintaining high standard, wants to be rated as one of the best colleges in the district.
 - In order to develop e-learning materials the college has commissioned its own server along with a back-up server.
 - More classrooms and laboratories will be provided to the departments.
 - Involvement of parents, students and other stakeholders in all areas of development will be encouraged more.
 - Construction of Central Library with e-library facilities
 - The college also wants to open new courses at UG level like Honours in Botany , Zoology, Food and Nutrition.
- Besides, College has also a plan to introduce different UG Courses like BA Journalism and Mass Communication ,Physiology Honours & General, Psychology Honours & General, Physical Education Honours, Anthropology Honours&General, Microbiology Honours&General, Biotechnology Honours & General ,BBA, Library Science Honours & General.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

In keeping with the Vision and Mission of the Institute, all the Academic and Administrative Processes have mapped along with

standardized SOPs so as to implement them to the fullest core. It has helped the Institute grow in a linear progression with respect to Academics,

Administrative Setup:

Decision making is decentralized at different levels operating at strategic level (GB and Principal), Functional level (HODs) and operational (Faculty and students) levels of management. At Institute level there is Internal Quality Assurance committee (IQAC) headed by IQAC coordinator. The Governing Body is the highest decision making authority consisting of members of C.U. Nominee and W.B.S.C. H.S.E nominee and Teacher's representative. Some of the major committees are Academic, Research and Development, Library, Student/Staff Activity Body, Training and Placement, Internal Complaint and Exam Committees. Academic Committee is responsible for preparing Academic Calendar representing planning and execution of all the academic activities to be conducted in the forthcoming Academic Year.

Service Rules, Policies and Procedures: The pay scale, PF facility, service conditions, promotions, working hours, holidays and vacations for staff members are as per the norms laid down by Government of West Bengal, For the service conditions and rules, the Institute follows the rules and regulations laid down by UGC, Government of West Bengal. For recruitment of Non-grant posts the management conducts interview and filled the post according to the norms and requirement of the post. **Promotional policies:** All the promotions of teachers and non-teaching staff are made as per the career advancement scheme (CAS) setup by UGC and Government of West Bengal.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and A. All of the above

Accounts Student Admission and Support Examination

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution has various effective welfare measures for teaching and non-teaching staff, some of them are

1. Group life insurance for teaching staff.
2. Festival advance for non teaching staff.
3. Ex-gratia for non teaching staff.
4. Loan without interest for casual non teaching staff.
5. Loan without interest for part time teachers and contractual whole time teachers .
6. Loan without interest from provident fund for permanent employees.
7. Proper disbursement of governmental welfare schemes to the employees.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

22

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution has Performance Appraisal System in place for teaching staffs following UGC regulations 2010 (and the two amendments thereafter). Candidates may offer themselves for assessment for promotion, if they fulfil the minimum API scores indicated in the appropriate API system tables by submitting an application and the required PBAS (Performance Based Appraisal System) proforma (Old or Revised, as may be applicable time to time by the UGC) as per the UGC Career Advancement Scheme guideline (which also includes Second Amendment of UGC Regulation titled Minimum Qualification for Appointment of Teachers and other Academic Staff in Universities and measures for the maintenance of Standards in Higher Education). Candidates who do not consider themselves eligible can also apply at a later date.

For Non-Teaching staffs UGC regulated Career Advancement Scheme is not applicable. They are subject to promotion in their respective fields after a period of service not less than 10 years. They may however, sit for exams conducted by the state government from time to time and be subject to an immediate promotion if they qualify in the said exams.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various

internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution was always subject to external audit. The external / statutory audit is carried out by a Government auditor appointed by the DPI (The Director of Public Instructions) under Department of Higher Education, Government of West Bengal. This audit has been done up to 2018-19. The audit for the next two years is under process due to Pandemic situation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0.70

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college sends proposals for additional grants to the University Grants Commission (UGC) and DST in order to meet expenses for construction, repair and renovation of the college building and premises. The college moderates student's fee structure every year in order to procure additional funding. Other than the routine Government and UGC grants, the institution has been able to secure additional funding from various agencies such as DST, RUSA Grant. Some grants from PC CHANDRA GROUP, KOLKATA for Water Harvesting project has been utilized. After receiving the grant it goes through various processes involving the Principal who is the Chief

Disbursing Officer, the Bursar, the Finance Committee, the Purchase Committee and the college Office before it is finally disbursed to the concerned person.

Various committees or sub-committees, as required, get involved in executing the work as per the proposal submitted and the sanctioning memo. The teacher-members of all these committees remain vigilant when the work is undertaken by the PWD or any other agency or organization. For the funds where the teachers themselves execute the work, all decisions are taken collectively.

For all kinds of work, the college strictly adheres to the financial rules of the Government of West Bengal as well as the Government of India.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The IQAC of this HEI worked relentlessly as a team for quality assurance and quality upgradation. Upholding the reputation of the institution among the students in the locality and among other HEIs has been the primary thrust area of the IQAC efforts. With a view to achieving this goal several initiatives have been undertaken. Women Cell & IQAC, Prabhu Jagatbandhu College have organized a "Webinar on Psychological counselling of women in the post COVID situation" dated 18th April, 2021. The activities of the Value Education Cell, like the other units of the college worked relentlessly even amidst COVID-19 pandemic situation to disseminate and inculcate universal values like sharing with others, helping others, being empathetic to other students specially those who have suffered a loss in the pandemic time. Hence in collaboration with the Panchla Mahavidyalaya, another local college, the value education cell organized a series of lectures, during 18th April 2021 to 30th May 2021, to imbibe values, ethical and environmental, among the

students. The faculty, staff members and students of both the colleges actively participated in these webinars.

File Description	Documents
Paste link for additional information	https://www.pjc.ac.in/news/newsdetail.php?action=detail&tab=1&%20%20%20%20eventID=337
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Collection of Feedback:-

The IQAC of the college has worked relentlessly as a team to uphold the reputation of the college and to maintain academic excellence. Feedback has been collected both in online and offline mode from students. The feedback proforma has articulately designed by team IQAC to collect response relating to the Faculty and Academics, Infrastructural Facilities encompassing the quality of Class rooms, Library, Canteen and common rooms, Drinking water, Toilets, security of students, cleanliness, Internet facilities, sport facilities and gym facilities.

Incremental Improvements:

The process designates incremental improvement as initiation of complete online feedback process is being followed from 2018-19 onwards.

Example-2

Initiation of Academic and Administrative Audit:

With a view to achieving a holistic and all-round academic excellence for the students and for the institution as a whole through periodic monitoring of the progress of the teaching learning process, the academic and administrative audit process has been practiced in the HEI. The IQAC team worked relentlessly to achieve this goal. An audit proforma has been prepared, circulated to each department. Then reviews have been made by the audit team comprising

of the IQAC Coordinator, other members and headed by a Governing Body member. The audit report has been communicated to each department along with its placement in the Teachers' Council Meeting.

Incremental Improvements:

This systematized audit process has been primarily initiated with an intention to improve upon academic standard in the post accreditation period.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Several Programmes on gender equity has been organized during the PANDEMIC year through online mode. Eight (08) programmes has been organized by "Gender Equity Cell".

1. Post Covid Human Life: Ethical & Social Issues dated 22.07.2020 [No. of Participants: 170]
2. The Philosophy of Human Rights: Towards a Just Legal Society dated 28.07.2020 [No. of Participants: 165]
3. Psycho-Social Impact of Covid 19: A Philosophical Perspective dated 10.08.2020 [No. of Participants: 170]
4. Emergence of a Social Crisis: An Ethical Evaluation of Socio-economic and Legal Implications of Covid 19 dated 12.08.2020 [No. of Participants: 168]
5. Contextualism Revisited in Present Times: Ethical and Moral Considerations dated 14.08.2020 [No. of Participants: 290]
6. Observance of World Environment Day dated 05.06.2021 [No. of Participants: 170]
7. Significance of Yoga dated 21.06.2021 [No. of Participants: 200]
8. Rational Use of Drugs: US versus us dated 30.06.2021 [No. of Participants: 165]

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy

C. Any 2 of the above

Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The waste from the laboratories is properly disposed maintaining rules and regulations. The disposable liquid obtained after practical classes are first segregated into toxic and non-toxic categories. The non-toxic and neutral liquid which is mainly the wash solutions are allowed to drain down the wash basins. The acid waste of strong concentration is first collected and neutralized before disposing down the same pipeline. Dilution technique is also followed if the concentration is not very high. The organic solvents particularly the volatile organic solvents are collected in separate containers and sufficient time is given for the solvent to evaporate out. Small quantities of liquid waste containing chemicals are disposed through concealed pipes into the soak pit where they are treated accordingly to make them environmentally benign.

- Hazardous chemicals and radioactive waste management :

The introduction of new CBCS syllabus, greener methodologies have been introduced for demonstration of experiments so very little hazardous chemicals are used. Inflammable hazardous wastes are carefully handled so that fire hazards are avoided. As safety precautions fire extinguishers are installed in the laboratory. Not only this, a cleanliness drive is taken by the college students under the able guidance of the faculty to maintain a clean and dust free environment to avoid accumulation of chemicals. There is no radioactive waste generated from the laboratories at present.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit

B. Any 3 of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institute is proactively taking efforts in providing an inclusive environment. The initiatives are to promote better

education, economic upliftment of the needy and setting communal harmony. During the PANDEMIC year, some initiatives has been undertaken by the Department of History and Political Science through online mode.

a. Human Rights day on 10th December, 2020 where the number of participants was 45.

b. Presentation of Old Artifacts by the students of History Department dated 27th July, 2020, number of participants was 150.

c. Webinar on Mental Stability in Covid -19, pandemic: why and how? dated 7th August, 2020, number of participants was about 120.

d. Lecture series of Value Education Cell.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Human Rights Day was observed by the Department of Political Science on 10th December, 2020 through online mode (Google Meet) with almost 45 participants.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code C. Any 2 of the above

of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college celebrates birth and death anniversary of many great personalities remembering their noble work for the betterment of our nation including Teacher's Day. The college also organizes special events, functions and lectures to observe days of national and international significance. For instances, Independence Day, RepublicDay are observed every year. In addition with that, the college observes international Women's Day on 8th March every year to honour the incredible achievement of the women across the globe. World Environment day is observed on 5thJune for encouraging worldwide protection of our environment. Yoga day is observed on 21st June every year in the college premises under the leadership of NSS unit of the college. A lot of students of NSS unit participated and did yoga in the program.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Training on Free Open Source Software:

Students from all streams and all years are encouraged to enroll for the various courses offered by this IIT Bombay led project. Coordinators has been assigned for each undergraduate and post graduate subject. At the end of each course a certificate is provided to the participating students from IIT Bombay. This certificate can be produced at various places as a proof of their training. Department of Geography and Economics organized "Two weeks faculty development programme on QIGS and R" in association of IIT Bombay from 11th September, 2020 to 25th September, 2020.

Activities on Value Education Cell:

To inculcate and nurture values within our dearer students, the Value Education Cell Sub-committee and IQAC of Prabhu Jagatbandhu College with active cooperation of Dr. Subrata Kumar Ray, Principal, Prabhau Jagatbandhu College and Dr. Arpita Mandal Nandi, Principal, Panchla Mahavidyalaya, had organized a six days lecture series on value education through webinar in collaboration with Panchla Mahavidyalaya. It was started on 18th April, 2021 and ended on 30th May, 2021. The programme became a platform for faculty exchange with Panchla Mahavidyalaya. On each day one faculty member from each college had delivered lecture on specific issue of value education. Our dearest students, faculty members, particularly the members of the Cell, and non-teaching staff of both the colleges had participated in the programme through google meet/youtube live streaming.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The NSS Unit of the college since its adoption of the village under Mashila Gram Panchayat, Sankrail Block of Howrah District has been

engaged in several developmental activities in that village.

To that effect, on 11th December 2021 a survey camp had been held in the adopted village. A questionnaire had been set accordingly for the survey. Priority had been given in the questionnaire regarding two issues - the first one being the vaccination of the villagers for the protection of Covid-19 and the subsequent one was related to the owning of toilets of the families either earthen or build up. Nearly sixty students and faculty members of NSS participated in this survey in fifty six households. The survey data analysis shows that out of 56 households, 9 families have been found who do not have their own toilets.

On 15th December 2021, a One Day health check-up camp had been organised by the NSS unit at the Kshetrapaltala temple committee building. Dr Subhankar Das, an eminent surgeon of NRS Medical College, Kolkata has been invited to the camp and thankfully attended the camp maintaining all COVID-19 protocol. A number of villages turned up and satisfactorily consulted to the doctor.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution follows the syllabus prescribed by Calcutta University for its UG and PG courses. The syllabus is modularised at the beginning of each academic session and assigned to different faculty members of each department. A lesson plan is also maintained. Due to COVID 19 everything (viz., lesson plan, class routine etc.) has been finalized by the respective departments through online mode.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The institution adheres to the academic calendar including for the conduct of CIE. The college is affiliated to Calcutta University. The university declared the Academic Calendar in the beginning of every session. After the starting of session, the college has to follow the Academic calendar. However, the college prepares its own calendar, which is done parallel to the university. The University academic time-table includes following factors:

(i) Date of admission (ii) Commencement of teaching (iii) Dates of unit tests (iv) Dates of terminal tests (v) Dates for practical exams (vi) Dates for extra-curricular activities, like student union, NSS/NCC/Sports/YRC/Cultural and literacy programs, etc. (vii) Diploma and PG time-table, including: (viii) PG Admission (ix) Commencement of classes (x) Internal exams (xi) Semester break (xii) Preparation leave (xiii) Practical exams etc. (xiv) List of holidays, vacations and working days (xv) Duties of teachers, etc.

But from the last week of March 2020 onwards, due to pandemic

situation all the stakeholders have performed their duties through online mode as per the decision taken by the University.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

37

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
0	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
0	
1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year	
0	
File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded
1.3 - Curriculum Enrichment	
1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	
<p>Higher Education contributes significantly to sustainable living as well as to equitable economic growth and socioeconomic development of the nation. The National Policy for Education, 2019 thus focuses on liberal and broad-based undergraduate education emphasizing on equality and justice. A proper blending of crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum is instrumental in attaining this noble objective. Prabhu Jagatbandhu College addresses such issues and the faculty members of all the departments are sensitive to the various social issues</p>	

and make every effort to sensitize the students in this regard. There are specific committees such as the Woman Cell, Value Education Cell, Eco-Club, NSS unit, etc. that make a collective effort to sensitize the students on areas of concern. Departments organise webinars/ workshops/ special lectures to integrate these courses. In the under graduate course of the affiliated University, Calcutta University, Environmental Studies Course included in Ability Enhancement Compulsory Course (AECC-2) in the Semester 2 of the CBCS curriculum. Gender & Environment issues as a part of curriculum is incorporated in multiple subjects including Economics, Political Science, Sociology, Philosophy, Geography and History. Human values and professional ethics related issues as a part of curriculum is also incorporated in multiple subjects such as Political Science and Commerce.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

14

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

1962

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

985

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

535

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Bridge course program are held for better understanding of the students' depth of knowledge and knowledge gaps about a particular subject. Remedial and tutorial classes for backward students. But due to pandemic situation, such courses has not been taken.

ICT tools such as e-learning, web link, Google classroom, several whatsapp group for individual classes have been introduced. Critical thinking and problem solving skills of students are enhanced by organizing extempore, debates, mock classes on various issues of social relevance, logical reasoning and philosophical insight. Quiz contests to boost knowledge about current affairs and recent social phenomena. Seminars and workshops are held on regular basis on several topics by different departments so that students can take interest and gain knowledge about various phenomena around them.

Power point presentation with flow charts, diagrams and pictures for better understanding of the topics.

A department like Geography conduct online field studies regularly to give practical knowledge about the topics taught in the classrooms. The college central library has a good stock of books for all subjects. Many departments have their own collection of library books that are given to the students from time to time.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
4156	89

File Description	Documents
Any additional information	View File

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

The college facilitates all possible efforts for development of students through various forums like, career counseling cell, placement cell, and many other different clubs. To enhance practical utility of the various courses, especially under science and commerce faculties, students are encouraged and guided to undertake projects to gain experience. Emphasis is given on proper academic preparation and syllabus completion. Advance information is given about topics to be taught in the next class so that the students can come prepared for active discussion with teachers. By allotting first 5-7 minutes of the lecture to revise the contents covered in the last lecture by asking some questions to check the understanding of the students and to develop a link for the topic of current lecture. Any doubts raised by learners are clarified by re-explaining the topic at a level where student can grasp the topic more easily. Guest lectures by eminent experts from academia are organized. Library facilities help students in self-learning process. Access to Free resources INFLIBNET, NDL- IIT Kharagpur are available in the library section provided in the website. The central library provided user awareness programmes to students from time to time. During pandemic times, all student centric activities were attempted through online mode.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

There are Ten (10) ICT-enabled classrooms in the college, out of

which 9 are smart classrooms. Our Seminar Room which can accommodate more than 150 students has a set-up of Digital projector with digital surround speakers and cordless microphones. One of the classrooms has been upgraded to smart classroom with high end interactive digital board, which is now been used commonly. Four classrooms in PG section of Mathematics and Geography are equipped with portable projector and for conducting seminars and presentations. All the departments have computers with Internet facility for preparation of power point presentation and other teaching learning materials.

Use of ICT during the Pandemic Period:

The pandemic has made ICT an essential part of life in every way. In adherence to the government order the college started with online classes as early as 18th March, 2020. Online classes are being held regularly by all the departments as per notification by the college authority. Classes and examinations are being taken through Google Classroom, Google Meet, Zoom, Team Link, YouTube, WhatsApp and e-mail.

Library is migrated to KOHA (local host) since 2014 and finally moved to web based KOHA. Since 2021 our library provides a very user-friendly KOHA Web-OPAC service for searching documents and books remotely to library users.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

89

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

39

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

1

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

39	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Teachers ensure that the students are aware of the Internal Assessment Evaluation Criteria at the beginning of the academic session. It is discussed with them in detail to enhance transparency and rigor with a view to focus on individual and original work. The criteria is objective and transparent devoid of any bias on the part of the teacher. Students are informed in advance that independent learning, original thinking and new ideas will be given additional points. Assignments and tests are regularly conducted and students are given multiple opportunities to improve their performances.

Regular class work, homework and small evaluations help teachers to identify the short comings of the students and weaker students are provided with study materials, topics are re-explained as required and they are given re-assignments for their improvement. Regular parent teacher meetings are held to discuss with the guardians of their ward's progress , difficulties faced by a student, has been discussed.

Curriculum of some courses allow skill enhancement through practical sessions and continuous evaluation is done through testing of skills developed. Disciplines such as Commerce, Computer Applications, Economics and Mathematics have practical components as part of their curriculum which focus on problem solving skills using ICT techniques.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Both the internal and external examinations were held online during the pandemic period. The students were given detailed guidelines regarding this process and they were directed by the teachers if they faced any difficulty. The scanned copies of the answer scripts are preserved for any future query. The answer papers of the internal/tutorial examinations are preserved by the College for five years as directed by the University. Any inquiry coming up within this period can thus be addressed to without much difficulty. The faculty addresses the rightful grievances of the students pertaining to the marks obtained in the internal assessment. The evaluated papers related to internal examination consisting of class tests, assignments, projects etc. are returned to students with detailed remarks and suggestions for improvement. The students are free to discuss with the teachers their mistakes and ways to improve their result. The University examination system under CBCS also requires that the students be marked on their class attendance in each course. These marks are added to get the final result. If any error is detected in the final mark-sheet in spite of rigorous scrutiny, it is promptly reported to the University by the College.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The institution offers

- B.A., B.Sc., and B.Com. streams, both Honours and General at the undergraduate level, and
- M.Sc. (Geography) ,M.A. (Bengali), and M.Sc. (Mathematics) at the postgraduate level

Since the institution is not autonomous, it adheres to the course curricula framed by the Board of Studies (BOS) of the affiliating university, University of Calcutta. The syllabus of each course

is communicated to colleges and also available on the University website. The University as well as some affiliated colleges organise workshops on the syllabus of different subjects, where the teachers are made aware of the Programme and Course outcomes.

At the beginning of the academic year, the Head of each department (HOD) organises a departmental meeting regarding the distribution of syllabus to all faculty members. The department prepares Programme Outcomes (POs), Programmes Specific Outcomes (PSOs) and Course Outcomes (COs). The programme outcomes for every course offered in each subject along with syllabi is uploaded on the college website.

The stakeholders of the institution can access the POs and COs through browsing them. The newly enrolled students are made aware of the desired outcomes of the programmes they have chosen through Orientation Programme for the students and Induction Programmes conducted by individual departments. The POs and COs are also explained in details by the faculty members in the class in each semester, both at the UG and PG level.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The basic Programme Outcomes and Course Outcomes for primarily undergraduate institution, like Prabhu Jagatbandhu College despite being a PG College, is assessed in progression of its students to higher education or to some professional course or in their placement in job markets. The specific departments of the institution always attempt to keep track of the progression of its students in multiple dimensions. Nevertheless, the final outcomes of the Courses or Programmes are evaluated by the marks or grades that the students obtained in the University examinations. While Course Outcomes can be judged at the end of a

semester by the course results, the Programme Outcome is obtained by the programme result after completing all semesters.

The attainment of the course outcome is also assessed through internal examinations as the questions for the internal examinations are framed in line with course outcomes. Besides NCC and NSS programmes, each department takes different initiatives (both curricular and co-curricular) so that learning objectives of each course (paper-wise) be achieved. Organising class tests and subject-oriented quizzes, student seminars as well as talks and workshops, etc. are a part of this improvement scheme.

Individual departments meet regularly to discuss the results, how the students have progressed, and what is to be done for those lagging behind, and they organize Teacher-Guardian meet. The college gets an idea of the students' own perception regarding their progression through student feedback report.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

985

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://docs.google.com/forms/d/e/1FAIpQLSfx6vePUjo_rYsaM0IX65_Xs_lHOf-V2AodXXZLUmQVgSuM_NA/formResponse

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 year (INR in Lakhs)

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

3.10

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://dstbt.bangla.gov.in/

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

34

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

25

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

24

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

On 8th August, during the Pandemic, the NCC Unit and the NSS Cell of the college jointly organised a webinar entitled Challenges and Relief Measures in the Days of Pandemic: The Role of NCC and NSS to create awareness among the students about the services offered by NCC and NSS. In May, the NSS Cell in association with Food and Nutrition Department of the College organised a webinar entitled Fight the Pandemic Naturally on the nutritional values essential during the crisis. Dr Ray Chakravarti, a renowned nutritionist, advised us about certain foods which are full of anti-oxidant like Vitamin A, C E and selenium. World Environment Day is celebrated virtually by the NSS unit in association with the Department of Philosophy for spreading planetary consciousness as a part of environmental activities for this college. In July, the department of Philosophy in association with NCC and NSS Unit of the college organised tree plantation programme by observing Aranya Saptaha.

Observation

- Our student volunteers have understood the relevance of such problems
- They have understood the types of social work

They have understood about the practical approaches of social welfare.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

2

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

2

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

32

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

2

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution has Fifty five (55) fully functional Class Rooms. The mode of teaching is both conventional Chalk & Talk method along with Digital mode on many among those. Thirteen (13) rooms are fully equipped with short throw digital projectors. Our Seminar Room which can accommodate more than 150 students has a set-up of Digital projector with digital surround speakers and cordless microphones. One of the classrooms has been upgraded to smart classroom with high end interactive digital board, which is now been used commonly.

One meeting room is also equipped with portable projector. Four classrooms in PG section of Mathematics and Geography are equipped with portable projector and for conducting seminars and presentations. All departments are equipped with desktops and Internet connectivity. Most of the department has Laptop, scanner and printer facilities.

The campus is also Wi-Fi enabled for everyone. The science departments (Physics, Chemistry, Computer Science, Electronics, Geography, Zoology, Botany, Food and Nutrition) has well equipped laboratories with computing and internet facilities.

A students' cheap store is available which provide accessories needed for students at discounted rates. A photocopying facility for students and teachers is also available within the store.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

There are two common rooms in the college premises one for girls and one for boys students. These serve as an open space for relaxation, socialising and entertainment. There are carom boards, Volley Ball, Cricket, Foot Ball, Badminton and table tennis arrangements allied to common rooms. A 16 station Gym has been installed in the college for the development of physical strength of the general students at a nominal charge.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

56

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

16

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

28.8749

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The Central Library of Prabhu Jagatbandhu College was partially automated with CDS/ISIS software since 2003 and later on 2007 the library had used WINISIS software for the library automation. In 2014 the library was fully automated using Koha, an open-source Integrated Library Management Software. Further in November 2021 the Central Library has hosted the Koha (Version 20.11.09.001) on the web with the assistance of a vendor (www.l2c2.co.in) and since then Central Library provides web-based access of library resources to its users. The library has made all the housekeeping activities like accessioning, cataloguing and circulating its books (issue/return of books) using that software. Besides, the Central Library provides its users with a web-based Online Public Access Catalogue (OPAC) through which users can search the books sitting at their home regarding the availability of books on the library, about their current status like whether they are issued or not and where they are shelved etc. Even they can get the information like which books they have issued and how many days they have issued the books etc., by logging their account on the Koha Web OPAC. The barcoding process in the Central Library is going on and about 90% of books have been barcoded. The library has been using separate barcode machine for barcoding of books and barcode scanner for the issue and return of books. The Central Library provides the free access to e-resources (access available from the college library website) with the association of (National Digital Library of India) developed by IIT Kharagpur and NLIST by INFLIBNET. Besides, the library provides the information of issue/return of

books via email to all the users. Specialized services like online notification, awareness on e-resources, consultation of using the right documents and library orientations are provided to students from time to time. Besides, Central Library also provides barcode enabled Digital Library Card to all the library users.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

C. Any 2 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.059

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data

for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

55

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

- The college has 120 computers (106 desktop & 14 laptops), 28 printers/ scanner, 3 projectors out of these 84 desktops are for Academic purpose and 16 are desktops are for Administrative purpose. Regular maintenance is carried out all the desktops and laptops.
- Internet connection from SITI Broadband service with more than 130MBPS speed.
- Over the last five years four internet connection with 130MBPS have been installed. The bandwidths have been regularly updated over the last five years.
- A CMS software (AIMES cloud) from Infotech Lab Kolkata has been installed since 2018.
- Message in bulk is send through vendor for notice of 1st SEM student admission.
- A large number of classrooms are ICT enabled and portable LCD projectors are provided for other classroom. Projectors are repaired and maintained through temporary orders.
- Video conferencing facility is available in the seminar hall.
- Biometric connection is on the process.
- Library is automated with CDS/ ISIS since 2003 and automated with WINISIS on and from 2008. Library is migrated to KOHA (local host) since 2014 and finally moved to web based KOHA since 2021. Since 2021 our library provides a very user-friendly KOHA Web-OPAC service for searching documents and books remotely to library users.
- Different PPT s are provided for the students in the college website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

120

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

7.4076

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college has a well-developed, well organized and decentralized mechanism of maintenance and

upkeep of physical, academic, and support facilities. Following are the maintenance mechanisms followed by the college in particular:

Maintenance of academic facilities

Maintenance of Physical facilities

Campus cleaning and

IT infrastructure.

In the beginning of the session the budget of the college is placed in the meeting of the Finance Committee and budgetary provisions are made for all these facilities. The Governing Body approves the budget or any major expense made for any such facility. Tender notification is then done for bulk purchases. Otherwise, local vendors supply the necessary items. Financial rules of the government are strictly followed for all purchases.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

292	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
27	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	C. 2 of the above

File Description	Documents
Link to institutional website	https://www.pjc.ac.in/index.php?option=com_content&view=article&id=190&Itemid=0
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

4

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

1

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

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 year****5.3.1.1 - 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 year.**

1

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Our students participate actively in the functioning of the College. The student representation is as per the norms and directives of the University. The students on their own organize programmes like Freshers' Welcome, Blood Donation Programme, Teachers' Day celebration, cultural competition, Annual Social Programme, Annual Exhibition, Publication of Students' Magazine, Annual Sports etc. The Students' Council functions in consultation with the College authority as well as teachers of different departments. But due to PANDEMIC situation, the students was able to arrange few program which could be

compatible through online mode (cloud meeting).

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

4

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

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

The Alumni Association of the college was established in December, 2002. The Alumni Association has about 300 members. Every member would have expressed his/her willingness to help the authority towards proper development of the college. The authority has applied for registration of Alumni Association. It will be done very soon.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
File Description	Documents
Upload any additional information	No File Uploaded
GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 - Institutional Vision and Leadership	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>Prabhu Jagatbandhu College, popularly known as Andul College, is an institution that imparts education at the undergraduate course and affiliated under the University of Calcutta. Established in the year 1964 it is located at Andul in Howrah District, West Bengal, India. Around 57 years ago Dr. Tinkari Ghosh gifted some of his ancestral land and a building to start the college. He designated the college in the name of his Guru, the Saint Prabhu Jagatbandhu. This college possess a very rich heritage both historically and culturally. The present management and staff are trying their best to preserve the golden legacy and run the college efficiently. The college imparts quality education to the students of rural based semi urban area.</p> <p>Mission and Vision of the College</p> <p>The vision of the college is to energize the human capital of the hinterland of the college by setting the new standards for excellence, access, and stewardship for new era.</p> <p>To realize the vision of our college we are committed to provide an academically rich multicultural learning experience that prepare all its students to realize their goals, pursue meaningful life work and to be socially responsible contributors to their communities, locally and globally.</p> <p>The college strives to achieve</p> <ul style="list-style-type: none"> • robust and accurate self-assessment which leads to real improvement • to enable outstanding success for all learners • to carry out rigorous action planning and monitoring • to achieve very high satisfaction for all our learners, 	

parents, staff and other stake holders.

File Description	Documents
Paste link for additional information	https://www.pjc.ac.in/index.php?option=com_content&view=article&id=47&Itemid=0#
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Chairman of the Governing Body and the Principal lead the governance and management of the institution. The members of the governing body, led by the Chairman take care of day-to-day functioning of the college. A democratic and participative management system is followed in which the teaching, non-teaching and students - all contribute. The authorities lead by example and the other members of the college family willingly follow. They are distributed in different committees and together work towards the wellbeing of the college.

A decentralized administrative system provides the best facility to the students. Before implementation of any important measure the Principal discusses it with the different stake holders in meetings, funds are mobilized, and decisions are taken. For instance, there exists a library committee constituted by the Governing Body.

File Description	Documents
Paste link for additional information	https://www.pjc.ac.in/index.php?option=com_content&view=article&id=52&Itemid=0
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The long term plans have been laid down in the strategic plan in

consultation with Department committees, joint workshops of senior professors for strategy formulation. Prabhu Jagatbandhu College will sustain its excellence and distinctiveness by following a strategic plan that is built upon six sub areas viz.,

- Academic Process
- Employability
- Industry Connect
- Self-Learning
- Research and
- Personality development
- The management and staff strive continuously to convert this college into one of the leading institutions of higher education.
- The college, by further enhancing the quality of education, research and maintaining high standard, wants to be rated as one of the best colleges in the district.
- In order to develop e-learning materials the college has commissioned its own server along with a back-up server.
- More classrooms and laboratories will be provided to the departments.
- Involvement of parents, students and other stakeholders in all areas of development will be encouraged more.
- Construction of Central Library with e-library facilities
- The college also wants to open new courses at UG level like Honours in Botany , Zoology, Food and Nutrition. Besides, College has also a plan to introduce different UG Courses like BA Journalism and Mass Communication ,Physiology Honours & General, Psychology Honours & General, Physical Education Honours, Anthropology Honours&General, Microbiology Honours&General, Biotechnology Honours & General ,BBA, Library Science Honours & General.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies,

administrative setup, appointment and service rules, procedures, etc.

In keeping with the Vision and Mission of the Institute, all the Academic and Administrative Processes have mapped along with standardized SOPs so as to implement them to the fullest core. It has helped the Institute grow in a linear progression with respect to Academics,

Administrative Setup:

Decision making is decentralized at different levels operating at strategic level (GB and Principal), Functional level (HODs) and operational (Faculty and students) levels of management. At Institute level there is Internal Quality Assurance committee (IQAC) headed by IQAC coordinator. The Governing Body is the highest decision making authority consisting of members of C.U. Nominee and W.B.S.C. H.S.E nominee and Teacher's representative. Some of the major committees are Academic, Research and Development, Library, Student/Staff Activity Body, Training and Placement, Internal Complaint and Exam Committees. Academic Committee is responsible for preparing Academic Calendar representing planning and execution of all the academic activities to be conducted in the forthcoming Academic Year.

Service Rules, Policies and Procedures: The pay scale, PF facility, service conditions, promotions, working hours, holidays and vacations for staff members are as per the norms laid down by of Government of West Bengal, For the service conditions and rules, the Institute follows the rules and regulations laid down by UGC, Government of West Bengal. For recruitment of Non-grant posts the management conducts interview and filled the post according to the norms and requirement of the post. **Promotional policies:** All the promotions of teachers and non-teaching staff are made as per the career advancement scheme (CAS) setup by UGC and Government of West Bengal.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above
File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File
6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>The institution has various effective welfare measures for teaching and non-teaching staff, some of them are</p> <ol style="list-style-type: none"> 1.Group life insurance for teaching staff. 2.Festival advance for non teaching staff. 3.Ex-gratia for non teaching staff. 4.Loan without interest for casual non teaching staff. 5.Loan without interest for part time teachers and contractual whole time teachers . 6.Loan without interest from provident fund for permanent employees. 7. Proper disbursement of governmental welfare schemes to the employees. 	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

22

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution has Performance Appraisal System in place for teaching staffs following UGC regulations 2010 (and the two amendments thereafter). Candidates may offer themselves for assessment for promotion, if they fulfil the minimum API scores indicated in the appropriate API system tables by submitting an application and the required PBAS (Performance Based Appraisal System) proforma (Old or Revised, as may be applicable time to time by the UGC) as per the UGC Career Advancement Scheme guideline (which also includes Second Amendment of UGC Regulation titled Minimum Qualification for Appointment of Teachers and other Academic Staff in Universities and measures for the maintenance of Standards in Higher Education). Candidates who do not consider themselves eligible can also apply at a later date.

For Non-Teaching staffs UGC regulated Career Advancement Scheme is not applicable. They are subject to promotion in their respective fields after a period of service not less than 10 years. They may however, sit for exams conducted by the state government from time to time and be subject to an immediate promotion if they qualify in the said exams.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution was always subject to external audit. The external / statutory audit is carried out by a Government auditor appointed by the DPI (The Director of Public Instructions) under Department of Higher Education, Government of West Bengal. This audit has been done up to 2018-19. The audit for the next two years is under process due to Pandemic situation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0.70

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college sends proposals for additional grants to the University Grants Commission (UGC) and DST in order to meet expenses for construction, repair and renovation of the college building and premises. The college moderates student's fee structure every year in order to procure additional funding. Other than the routine Government and UGC grants, the institution has been able to secure additional funding from various agencies

such as DST, RUSA Grant. Some grants from PC CHANDRA GROUP, KOLKATA for Water Harvesting project has been utilized. After receiving the grant it goes through various processes involving the Principal who is the Chief Disbursing Officer, the Bursar, the Finance Committee, the Purchase Committee and the college Office before it is finally disbursed to the concerned person.

Various committees or sub-committees, as required, get involved in executing the work as per the proposal submitted and the sanctioning memo. The teacher-members of all these committees remain vigilant when the work is undertaken by the PWD or any other agency or organization. For the funds where the teachers themselves execute the work, all decisions are taken collectively.

For all kinds of work, the college strictly adheres to the financial rules of the Government of West Bengal as well as the Government of India.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The IQAC of this HEI worked relentlessly as a team for quality assurance and quality upgradation. Upholding the reputation of the institution among the students in the locality and among other HEIs has been the primary thrust area of the IQAC efforts. With a view to achieving this goal several initiatives have been undertaken. Women Cell & IQAC, Prabhu Jagatbandhu College have organized a "Webinar on Psychological counselling of women in the post COVID situation" dated 18th April, 2021. The activities of the Value Education Cell, like the other units of the college worked relentlessly even amidst COVID-19 pandemic situation to disseminate and inculcate universal values like sharing with others, helping others, being empathetic to other students

specially those who have suffered a loss in the pandemic time. Hence in collaboration with the Panchla Mahavidyalaya, another local college, the value education cell organized a series of lectures, during 18th April 2021 to 30th May 2021, to imbibe values, ethical and environmental, among the students. The faculty, staff members and students of both the colleges actively participated in these webinars.

File Description	Documents
Paste link for additional information	https://www.pjc.ac.in/news/newsdetail.php?action=detail&tab=1&%20%20%20%20eventID=337
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Collection of Feedback:-

The IQAC of the college has worked relentlessly as a team to uphold the reputation of the college and to maintain academic excellence. Feedback has been collected both in online and offline mode from students. The feedback proforma has articulately designed by team IQAC to collect response relating to the Faculty and Academics, Infrastructural Facilities encompassing the quality of Class rooms, Library, Canteen and common rooms, Drinking water, Toilets, security of students, cleanliness, Internet facilities, sport facilities and gym facilities.

Incremental Improvements:

The process designates incremental improvement as initiation of complete online feedback process is being followed from 2018-19 onwards.

Example-2

Initiation of Academic and Administrative Audit:

With a view to achieving a holistic and all-round academic excellence for the students and for the institution as a whole through periodic monitoring of the progress of the teaching learning process, the academic and administrative audit process has been practiced in the HEI. The IQAC team worked relentlessly to achieve this goal. An audit proforma has been prepared, circulated to each department. Then reviews have been made by the audit team comprising of the IQAC Coordinator, other members and headed by a Governing Body member. The audit report has been communicated to each department along with its placement in the Teachers' Council Meeting.

Incremental Improvements:

This systematized audit process has been primarily initiated with an intention to improve upon academic standard in the post accreditation period.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Several Programmes on gender equity has been organized during the PANDEMIC year through online mode. Eight (08) programmes has been organized by "Gender Equity Cell".

1. Post Covid Human Life: Ethical & Social Issues dated 22.07.2020 [No. of Participants: 170]

2. The Philosophy of Human Rights: Towards a Just Legal Society dated 28.07.2020 [No. of Participants: 165]

3. Psycho-Social Impact of Covid 19: A Philosophical Perspective dated 10.08.2020 [No. of Participants: 170]

4. Emergence of a Social Crisis: An Ethical Evaluation of Socio-economic and Legal Implications of Covid 19 dated 12.08.2020 [No. of Participants: 168]

5. Contextualism Revisited in Present Times: Ethical and Moral Considerations dated 14.08.2020 [No. of Participants: 290]

6. Observance of World Environment Day dated 05.06.2021 [No. of Participants: 170]

7. Significance of Yoga dated 21.06.2021 [No. of Participants: 200]

8. Rational Use of Drugs: US versus us dated 30.06.2021 [No. of Participants: 165]

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The waste from the laboratories is properly disposed maintaining rules and regulations. The disposable liquid obtained after practical classes are first segregated into toxic and non-toxic categories. The non-toxic and neutral liquid which is mainly the wash solutions are allowed to drain down the wash basins. The acid waste of strong concentration is first collected and neutralized before disposing down the same pipeline. Dilution technique is also followed if the concentration is not very high. The organic solvents particularly the volatile organic solvents are collected in separate containers and sufficient time is given for the solvent to evaporate out. Small quantities of liquid waste containing chemicals are disposed through concealed pipes into the soak pit where they are treated accordingly to make them environmentally benign.

- **Hazardous chemicals and radioactive waste management :**

The introduction of new CBCS syllabus, greener methodologies have been introduced for demonstration of experiments so very little hazardous chemicals are used. Inflammable hazardous wastes are carefully handled so that fire hazards are avoided. As safety precautions fire extinguishers are installed in the laboratory. Not only this, a cleanliness drive is taken by the college students under the able guidance of the faculty to maintain a clean and dust free environment to avoid accumulation of chemicals. There is no radioactive waste generated from the laboratories at present.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institute is proactively taking efforts in providing an inclusive environment. The initiatives are to promote better education, economic upliftment of the needy and setting communal harmony. During the PANDEMIC year, some initiatives has been undertaken by the Department of History and Political Science through online mode.

a. Human Rights day on 10th December, 2020 where the number of participants was 45.

b. Presentation of Old Artifacts by the students of History Department dated 27th July, 2020, number of participants was 150.

c. Webinar on Mental Stability in Covid -19, pandemic: why and how? dated 7th August, 2020, number of participants was about 120.

d. Lecture series of Value Education Cell.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Human Rights Day was observed by the Department of Political Science on 10th December, 2020 through online mode (Google Meet) with almost 45 participants.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college celebrates birth and death anniversary of many great personalities remembering their noble work for the betterment of

our nation including Teacher's Day. The college also organizes special events, functions and lectures to observe days of national and international significance. For instances, Independence Day, RepublicDay are observed every year. In addition with that, the college observes international Women's Day on 8th March every year to honour the incredible achievement of the women across the globe. World Environment day is observed on 5th June for encouraging worldwide protection of our environment. Yoga day is observed on 21st June every year in the college premises under the leadership of NSS unit of the college. A lot of students of NSS unit participated and did yoga in the program.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Training on Free Open Source Software:

Students from all streams and all years are encouraged to enroll for the various courses offered by this IIT Bombay led project. Coordinators has been assigned for each undergraduate and post graduate subject. At the end of each course a certificate is provided to the participating students from IIT Bombay. This certificate can be produced at various places as a proof of their training. Department of Geography and Economics organized "Two weeks faculty development programme on QIGS and R" in association of IIT Bombay from 11th September, 2020 to 25th September, 2020.

Activities on Value Education Cell:

To inculcate and nurture values within our dearer students, the Value Education Cell Sub-committee and IQAC of Prabhu Jagatbandhu College with active cooperation of Dr. Subrata Kumar Ray, Principal, Prabhau Jagatbandhu College and Dr. Arpita Mandal

Nandi, Principal, Panchla Mahavidyalaya, had organized a six days lecture series on value education through webinar in collaboration with Panchla Mahavidyalaya. It was started on 18th April, 2021 and ended on 30th May, 2021. The programme became a platform for faculty exchange with Panchla Mahavidyalaya. On each day one faculty member from each college had delivered lecture on specific issue of value education. Our dearest students, faculty members, particularly the members of the Cell, and non-teaching staff of both the colleges had participated in the programme through google meet/youtube live streaming.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The NSS Unit of the college since its adoption of the village under Mashila Gram Panchayat, Sankrail Block of Howrah District has been engaged in several developmental activities in that village.

To that effect, on 11th December 2021 a survey camp had been held in the adopted village. A questionnaire had been set accordingly for the survey. Priority had been given in the questionnaire regarding two issues - the first one being the vaccination of the villagers for the protection of Covid-19 and the subsequent one was related to the owning of toilets of the families either earthen or build up. Nearly sixty students and faculty members of NSS participated in this survey in fifty six households. The survey data analysis shows that out of 56 households, 9 families have been found who do not have their own toilets.

On 15th December 2021, a One Day health check-up camp had been organised by the NSS unit at the Kshetrapaltala temple committee building. Dr Subhankar Das, an eminent surgeon of NRS Medical College, Kolkata has been invited to the camp and thankfully attended the camp maintaining all COVID-19 protocol. A number of villages turned up and satisfactorily consulted to the doctor.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. To mobilize resources for the construction of five storied building (G+4) infrastructure by demolishing the heritage building. It is to be noted that a building plan has already prepared for this purpose.
2. To open different professional courses like BA Journalism and Mass Communication, MSc in Computer Science, BSc in Microbiology, BSc in Biotechnology, MSW, MBA, MCA, MA in Philosophy, History, Commerce, English, Education etc. BSc Hons in Botany, Zoology, Food and Nutrition, Physiology, BA in Psychology, etc.
3. To Prepare students for competitive examinations like SSC/NET/SET/GATE/ GRE/TOEFL etc. by introducing some classes from internal and external Faculty members from reputed institute.
4. To continue the spoken English course & Basic Computer course, training of FOSS in collaboration with IIT Mumbai.
5. To install another solar power plant.
6. To open the entrepreneurship development programme in collaboration with the local self- help groups and state government institute for enterprise development.
7. To make the college campus as plastic free zone. For this purpose we have already started solid waste management in our college campus.
8. To start the distance education programme in association with the distance education department of reputed universities like Rabindra Bharati University/ Vidyasagar University.
9. To establish the student's hostel.
10. To open the B Ed course required for the students who are willing to be a teacher.
11. To construct a modern cycle stand and car parking including air pollution measurement station.