



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		TURKU HANSDA LAPSA HEMRAM MAHAVIDYALAY
Name of the head of the Institution		DR SUMAN MUKHERJEE
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		919434582845
Mobile no.		9126115159
Registered Email		thlmahavidyalay@gmail.com
Alternate Email		tlmprincipal@gmail.com
Address		Village- Madian, Post Office- Gonpur, Police Station- Mallarpur, Block- Mayureswar-I, District- Birbhum
City/Town		Mallarpur
State/UT		West Bengal
Pincode		731216

<b>2. Institutional Status</b>					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		state			
Name of the IQAC co-ordinator/Director		DR SK NUR UPSAR			
Phone no/Alternate Phone no.		919064862907			
Mobile no.		9434513579			
Registered Email		thlmahavidyalay@gmail.com			
Alternate Email		tlmprincipal@gmail.com			
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)		<a href="https://www.thlhm.com/home/year-wise-aqar/2017-2018">https://www.thlhm.com/home/year-wise-aqar/2017-2018</a>			
<b>4. Whether Academic Calendar prepared during the year</b>		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="https://www.thlhm.com/home/academic-calender/2018-2019">https://www.thlhm.com/home/academic-calender/2018-2019</a>			
<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.16	2016	05-Nov-2016	04-Nov-2021
<b>6. Date of Establishment of IQAC</b>			01-Aug-2014		
<b>7. Internal Quality Assurance System</b>					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		
Hands on training on	22-Aug-2018		210		

INFLIBNET for students	01	
Hands on training on SOUL Software for Librarian	24-May-2019 01	1
Hands on training on Online Marks Capture for faculty members	06-Mar-2019 01	40

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2019 00	0
No Files Uploaded !!!				

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

Yes

Upload latest notification of formation of IQAC

[View Link](#)

**10. Number of IQAC meetings held during the year :**

2

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

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

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

No

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

- The college organizes invited lectures, seminars, workshops for enrichment of students and faculties
- Teachers are encouraged to participate in orientation program refresher course organized by UGC
- Students are encouraged to participate in Youth Parliament Competition where they have performed well regularly
- Decentralization of central library through seminar library

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

Plan of Action	Achivements/Outcomes
Decentralization of central library through seminar library	Departmental Seminar Library started its function
The college organizes invited lectures, seminars, workshops for enrichment of students and faculties	Various Seminars, Workshops and Invited Lectures were organized
The college organizes invited lectures, seminars, workshops for enrichment of students and faculties	Faculty members were engaged with their research work
Teachers are encouraged to participate in orientation program & refresher course organized by UGC	Teachers did their OP, RCs and other professional courses
Students are encouraged to participate in YPC where they have performed well regularly	Students were participated in State level YPC and did well
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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
GOVERNING BODY	25-Mar-2020

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2019

Date of Submission

18-Feb-2019

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

Yes, Institution has MIS Software through which appropriate coordination among management, administration, teachers and students is done. Through MIS Unique identification number is generated for every student, which enables entire data related to her for all the three years. For examples, Students Admission, Icard generation,

Fee receipts, generation of admission slip, Students List, etc. MIS maintains all students' records from admission to examination. Bona fide certificates, Character Certificates and Transfer Certificates, etc. are issued with the help of MIS. The MIS is used in the functioning of the college in respect of administrative process.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

Being a general degree College affiliated to the University of Burdwan, Turku Hansda Lapsa Hemram Mahavidyalay follows the curricula designed by the University of Burdwan in all academic years. The academic session of 2018- 2019 is the second year of the introduction of the Semester system which came to be known as the UG CBCS mode and was implemented through Semesters. As this year was the second academic year of the UG CBCS Semesters, a new set of students was admitted and the existing batches were promoted to the second year of their Courses comprising the third and fourth Semesters respectively. Many changes were brought into the syllabi by the University and the entire process of teaching, learning, and evaluation was also modified accordingly by the College which functioned smoothly through the implementation of an efficient curriculum for the new system in the following manner: \*An Academic Calendar was prepared by the IQAC at the beginning of the session to chalk out the major planned activities of the year. The University Academic Calendar was considered as the model in the preparation of the College Academic Year as well. The College Academic Calendar of this new system included tentative schedules for conducting the College Internals in two phases for each Semester. \*As far as the planning of the educational curriculum was concerned, the new Course Structure and Syllabus for the CBCS was provided by the University like all previous Academic years. The major changes brought in the Courses offered by the University to the affiliated Colleges and like the previous academic sessions all the departments of the College engaged in performing the usual method of preparing their departmental Syllabus distribution which was distributed among the respective departmental teachers. \* The Central Routine Committee prepared a modified College Time Table for the smooth functioning of Classes in collaboration with the IQAC and distributed it among the Departmental Heads to prepare their Departmental Time Table. All the teachers of the respective departments have a selective number of classes to complete the syllabus and finish the process of Internal Evaluation within the scheduled time before the commencement of each Semester. \*The syllabus distribution and departmental timetables were displayed on the notice boards to make them readily available for all the students. They are also uploaded to the College websites and circulated over the virtual platform. Teachers make use of the library to prepare study materials that can be shared in both physical and virtual platforms so that the students can get more involved in their learning process. New books were brought to cater to the needs of the students according to the new syllabus and they were encouraged to use the library resources after the completion of their registration process. \*The IQAC regularly met with the departmental heads and the Routine Committee to monitor the overall progress. The Departmental teachers also made whole-hearted efforts to reach out to the

students and address the particular issues regarding the outcomes of the Teaching and Learning Process.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NA	NA	Nil	0	0	NA

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	NA	Nil
BSc	NA	Nil
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	NA	Nil
BSc	NA	Nil

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

	Certificate	Diploma Course
Number of Students	35	0

### 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Moral Thinking: An Introduction to the Values and Ethics	19/11/2018	24
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#### 1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Field survey report program by the department of geography	14
No file uploaded.		

### 1.4 – Feedback System

#### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes

Parents

Yes

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

#### Feedback Obtained

It was indeed very important to develop a proper Feedback system for surveying and analysing the overall performance of the College in this academic session as well. Feedback forms were prepared in order to receive feedbacks from the five kinds of stakeholders i.e. Students, Teachers, Employees, Alumni, and Parents. The College authority had entrusted the IQAC and the Documentation Cell of the College with the work of preparing Feedback forms for obtaining feedbacks from all the above-mentioned stakeholders which has been done with great expertise and capacity. Attention was also given to the areas of grievance which were raised after analysing the data as received in the previous year, particularly for areas relating to the successful implementation of the recent system of the CBCS Program. The Feedback forms for Students consisted of criteria like their reasons for choosing this College and the score was derived from the ratings as achieved in the various quality indicating points about the overall performance of the College like the system of admission, functioning of the Library, and availability of Canteen facilities etc. Performance indicators for Teachers, the Principal, and a complaint as well as a suggestion box had also been provided to be filled by the students of the College. Similarly, the Feedback forms for the other four stakeholders were also prepared and shared by the IQAC and Documentation Cell through mass circulation in several meetings and programs. The Feedback data attained from the Faculties of the College pointed towards the various progressive aspects as well as chalked out the areas which would require further effort in the implementation of the developing aspects of the College. Special attention was given to the Feedback Forms for the Parents and Alumni as well. The Parents feedback data provided a greater insight into issues such as College Campus atmosphere, Quality of Teaching, Discipline in the College, Sanitation and drinking water system etc. An all-round effort to fulfil the targets of the newly implemented Semester system was possible through affirmative responses in the areas needing improvement as had been obtained from the feedback data of the previous academic year. A close analysis of the Feedback obtained from all five stakeholders in the academic year 2018- 2019 showed the various grievances regarding all aspects of the academic and administrative functioning of the College. Verbal feedback and grievances which could not be documented were however not excluded at all as this gave the administration of the College an instant opportunity to verify the existing system of the College. The data acquired from the Alumni has been immensely helpful in creating a comparison between the condition of the previous years and the existing model of working at the College. The Principal, the IQAC, the various Sub- Committees, all the Departmental Teachers, and the non-teaching staff were informed about the grievances so that the possibility for further improvement could be kept in mind.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Bengali Hons	60	552	51
BA	English Hons	46	257	33
BA	Sanskrit Hons	40	333	20

BA	Santali Hons	40	57	25
BA	Geography Hons	31	299	21
BA	History Hons	54	133	24
BA	Philosophy Hons	25	212	24
BSc	Mathematics Hons	40	120	24
BA	General	719	1478	688
BSc	General	15	97	5
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## 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	903	0	13	0	0

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
38	28	28	2	2	2

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

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

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

The College tried to follow a well organized system of mentoring for the students both inside and outside the classrooms through an active and introspective role performed by the Teachers and non teaching staff and the following measures were adopted in this academic year: The students were introduced into a disciplined yet liberated nature friendly atmosphere inside the College premises from their first day in order to inculcate responsibility and sensibility among them. They began their journey under the guidance of the Admission Committee comprising of Teachers and the non- Teaching staff members of the College and this year marked the second year of the Semester system under the UG CBCS pattern implemented for the Honours and General degree Course since July 2017. Like the previous years the newly admitted students of 2018- 2019 were made to go through several orientation programs conducted by the IQAC Co-ordinator along with the Head of the Institution in order to guide them closely about the novelty of the situation. It helped them in choosing the best combination subjects for their Graduation and also acquainted them with the Student friendly attitude of the College. The students were also mentored about their responsibilities towards the College by the respective departmental and subject teachers in formal introductory sessions even before the commencement of the classes. Class representatives were chosen from amongst them and they were also introduced with their senior batches of the College. On commencement of the Classes the Teachers guided them with the Syllabus, Class Routine and the Academic Calendar as well. They were also informed about the changing pattern of conducting Examination. Special care was given to the cause of differently- able section of students taking admission in the College. The Gender Cell of the College comprising of few teachers and other representatives played a very positive role in mentoring the newly admitted students about sensitive issues like sexual harassment, molestation



or similar kind of tensions arising from any kind of exploitation among the students within the College premises. Students were encouraged to take part in several cultural and extra- curricular activities throughout the year in various programs. They are mentored by the teachers of the Cultural Committee to develop their talents in particular areas so that they can become skilled enough with those before leaving the College. The Sports Committee along with the Physical Education department mentored over students interested and thus capable of doing good in Sports. These students became the representatives of the College in various Local, District and State Level programs in the next three years. The NSS teachers of the College performed their responsibility of guiding the enlisted students into various awareness related camps and socially uplifting activities to instil the spirit of Selfless Service towards the Community and Nation in all possible ways.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
903	13	1:69

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
17	13	4	0	8

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	NA	Nil	00
2019	NA	Nil	00
No file uploaded.			

## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BAH	Part III	10/04/2019	10/07/2019
BSc	BSH	Part III	10/04/2019	10/07/2019
BA	BAP	Part III	10/04/2019	18/09/2019
BSc	BSP	Part III	10/04/2019	13/09/2019
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### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Since the academic session of 2018- 2019 marked the second year of the Semester system adopted by the University as well as by all its affiliated Colleges, the changes and reforms initiated in the sector of Internal Evaluation brought in the previous academic session were modified wherever necessary and applied in this academic year as well. Our College made a great effort towards the process of Continuous evaluation of the progress of students. The Exam Cell which was created in the previous academic session under the guidance of the Principal consisting of a number of Teachers, the IQAC Coordinator, and the Secretary of the Teacher's Council and a representative of the non Teaching Staff members as

well, kept on performing diligently this year as well. The major arrangement of all kinds of internal examinations was done by the Exam Cell in this year. All the students were however made to take a single phase internal test in each Semester for all their theoretical papers. Questions were prepared by the teachers for particular subjects and the process of evaluation was also completed within a fixed tenure. Apart from this the internal evaluation for Practical Papers were conducted through field works and assignments were submitted based on topics chosen for their field work. Departmental teachers also made the students accept the challenge of giving seminar presentation on particular topics from particular papers in their course. The Final Exam of the University was successfully handled by the Exam Cell in this academic year as well.

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

The College Academic Calendar for 2018- 2019 was prepared by the IQAC in collaboration with the Admission Committee of the College and also by following the previous year's Calendar along with the model provided by the University of Burdwan. The College Academic Calendar of this session consisted of all the details regarding the tentative schedules of each and every event that was supposed to take place in this session. Since this was the second year of the commencement of the Semesters, tentative dates were also mentioned regarding the commencement of classes in altogether four Semesters, conducting of internal examinations in a single phase after the completion of syllabus and before the beginning of the University Final Semester Examinations, conducting of Mock Tests for the already existing batches of the Annual system, celebration of cultural events like Fresher's Welcome and Teacher's Day, College Annual Sports and many other similar academic, cultural and co-curricular activities. The academic calendar was provided to the students and teachers through wide circulation in order to familiarize them with the tentative schedule of the academic year's curriculum. It was followed by the Departments in order to make their own planning regarding educational trips, student seminars, submission of assignments, conducting of practical field works, departmental meetings etc. Any change in the schedule was informed to the students and teachers by the IQAC through notifications displayed centrally.

## 2.6 – Student Performance and Learning Outcomes

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

<https://www.thlhm.com/home/agar-supporting-documents/cbcs-po-pso-co-w-e-f-2017-18>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BNGH	BA	Bengali Hons	31	25	80.65
ENGH	BA	English Hons	29	12	41.38
SNSH	BA	Sanskrit Hons	16	7	43.75

SNTH	BA	Santali Hons	6	6	100
GEOH	BA	Geography Hons	24	22	91.67
HISH	BA	History Hons	23	13	56.52
MTMH	BSc	Mathematics Hons	6	4	66.67
BSP	BSc	General	5	3	60
BAP	BA	General	100	42	42
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## 2.7 – Student Satisfaction Survey

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

<https://www.thlhm.com/home/student-satisfaction-survey/2018-2019>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	00	NA	0	0
No file uploaded.				

### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NA	NA	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	Nill	NA
No file uploaded.				

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nill
No file uploaded.					

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
NIL	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Political Science	1	00
International	Mathematics	1	0.39
No file uploaded.			

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

Department	Number of Publication
English	1
Geography	1
Santali	2
History	1
<a href="#">View Uploaded File</a>	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Convective-radiative double-diffusion heat transfer in power-law fluid due to a stretching sheet embedded in non-Darcy porous media with Soret-Dufour effects	Sewli Chatterjee	International Journal for Computational Methods in Engineering Science and Mechanics	2019	3	THLH Mahavidyalaya	3
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
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Convective-radiative double-diffusion heat transfer in power-law fluid due to a stretching sheet embedded in non-Darcy porous media with Soret-Dufour effects	Sewli Chatterjee	International Journal for Computational Methods in Engineering Science and Mechanics	2019	28	3	THLH Mahavidyalaya
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### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	1	1	1
Presented papers	5	4	1	1

[View Uploaded File](#)

### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Independence Day Observation	NSS	2	48
Thalassemia Test	NSS	2	44
HEALTH AWARENESS CAMP	NSS	2	31

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	0

No file uploaded.

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

Name of the scheme	Organising unit/Agen	Name of the activity	Number of teachers	Number of students
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	cy/collaborating agency		participated in such activities	participated in such activities
HIV AIDS awareness camp	NSS	HIV awareness camp	7	40
Gender-based violence	NSS	Gender-based violence camp	2	36
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### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NA	00	NA	00
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NA	NA	NA	Nil	Nil	00
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NA	Nil	NA	0
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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
2	1.91

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing



Total	26	4	26	5	0	9	5	150	2
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4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

150 MBPS/ GBPS
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4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	Nil

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1.5	0.39	0.9	0.82

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

<ul style="list-style-type: none"> <li>• The library committee regularly seeks book lists from all the departments.</li> <li>• All the purchase requests are reviewed by the purchase committee and observed by the Principal regularly.</li> <li>• The games and sports committee plans and organises sports and games.</li> <li>• The personal data of students was transferred to the college software.</li> <li>• The college has become a member of the N-List programme, and more teachers are making use of it for their research purposes.</li> <li>• There is an IT cell to monitor computer and internet issues regularly.</li> <li>• Additional e-zone classrooms were introduced near the library for surfing in the interest of the students for gathering more learning info from the internet.</li> <li>• Online admission gives the College a bigger opportunity to serve a bigger hinterland and achieve transparency and efficiency.</li> <li>• The college office maintains a stock register for obtaining maintenance requests from all the departments.</li> <li>• The library committee has arranged for access to e-journals and books through INFLIBNET</li> <li>• Student records are being preserved through the CAMS, data capture format.</li> <li>• Library cataloging through a SOUL. Version 2.0</li> <li>• The pay packet of the substantive post holders, CTT, and PTT is through HRMS.</li> <li>• The IQAC facilitated all the departments by providing computers along with internet facilities.</li> <li>• All the floor of the institution is acting as a Wi-Fi zone, though it has been kept password protected to check it from misuse.</li> <li>• The College provides internet facilities to all the Departments and thereby the scope to access international journals and books through N-LIST, INFLIBNET etc.</li> <li>• The students are given open-access facilities in the central library and the respective department's seminar library.</li> <li>• The two NSS units of the college placed multiple dustbins in different places and conducted awareness camps like Swachh Bharat Mission periodically.</li> </ul> <p><a href="https://www.thlhm.com/home/aqar-supporting-documents/procedures-and-policies-for-maintaining-and-utilizing-facilities/2018-2019">https://www.thlhm.com/home/aqar-supporting-documents/procedures-and-policies-for-maintaining-and-utilizing-facilities/2018-2019</a></p>
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#### CRITERION V – STUDENT SUPPORT AND PROGRESSION

##### 5.1 – Student Support

5.1.1 – Scholarships and Financial Support

Name/Title of the scheme	Number of students	Amount in Rupees



Financial Support from institution	Student Freeship	159	73125
Financial Support from Other Sources			
a) National	Post Matric, TSP, SVMCM, K1, K2	657	5224750
b) International	NA	0	0
<a href="#">View File</a>			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Language Lab	12/08/2015	140	Department of English
Spoken English	20/07/2018	62	Department of English
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Ananda Bazar Patrika Pvt. Ltd.	31	31	0	0
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NN	0	0	NA	0	0
No file uploaded.					

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

Year	Number of students	Programme graduated from	Department graduated from	Name of institution joined	Name of programme
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	enrolling into higher education				admitted to
2018	11	Various programme	Various Department	Different Higher Educational Institutions her Education	PG, B.Ed and Other Professional Courses
2019	13	Various programme	Various Department	Different Higher Educational Institutions	PG, B.Ed and Other Professional Courses
No file uploaded.					

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

Items	Number of students selected/ qualifying
NET	3
SET	3
Any Other	13
No file uploaded.	

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

Activity	Level	Number of Participants
Sports	District	33
No file uploaded.		

### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	NA	National	Nil	Nil	NA	NA
2019	NA	National	0	0	NA	NA
2018	NA	Internat ional	0	0	NA	NA
2019	NA	Internat ional	0	0	NA	NA
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

There is no active, democratically elected students' union in this college which functions as per the norms laid by the higher education department. The college ensures that the active class representatives participate in various activities. Under the guidance of faculty members, they circulate the notice or any other information to the students about any co-curricular activities such as cultural programs, competitions, sports, Saraswati puja, etc. and they do their best. The students are also very active in executing the Freshers' Welcome. Without their immense support, we are quite unable to execute such

programs. They take proper initiatives to organize NSS and NCC programs. They organizes the Swachh Bharat program periodically and play an active role in campus cleaning, They are also active in tree plantation and observance of special days. Though there is no elected student union, they are so responsible for taking the necessary steps to handle sudden problems under the guidance of the teachers and sometimes they provide suggestions to the staff members. They show the right direction to the newly admitted students and help to maintain the hazards.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The name of the alumni association of our college is 'THLH Mahavidyalay Alumni Welfare Association'. It is under Mallarpur P.S and Modian Mouja. Our college is rural and interior. Many of them are a first-generation learner and they belong to agro-based economy. As they are not sound financially, they cannot contribute remarkably to this institution. A least amount of students contribute financially and a token amount is taken from the community. Therefore, the college is involved cordially with this association. Alumni bridge the community- institution relationship. Feeder schools and new students get sufficient input from the alumni. Sometimes they come to the college and participate in various activities. Sometimes they provide suggestions. Some of the alumni are so active and always come forward to help the institution. We have a plan to execute a reunion program for the alumni.

5.4.2 – No. of enrolled Alumni:

59

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

5900

5.4.4 – Meetings/activities organized by Alumni Association :

A meeting of the Alumni Association is organized once a year.

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

1. Various sub-committees and departments are given freedom for performing academic and cocurricular activities with the help of the Students' and other committees. The teachers' Council is also given utmost freedom to act as per the decisions taken in Teachers' Council meeting. The library committee has been empowered to purchase books and equipment as required. 2. IQAC, Governing Body, Library Committee, Grievance Redressal Cell, Campus Beautification Committee, Women's Cell and various sub-committees have members from teachers, office staff, library staff and alumni which give opportunity to take part in decision making and actions taken. Stakeholders have been included in these committees and cells from local community, educational institutions and industry. Guardian members are included in College Governing Body and IQAC. Thus, the guardians are given opportunity to participate in decentralization of the management system. Moreover, students' feedback on teachers are taken by IQAC each year after the end of the final semester, which has helped to improve the quality of teaching and academic environment. Informal feedback on administration and college facility are taken by arranging students' meet like Farewell Meeting at the end of the Final Semester. On the basis of the feedback

new policies and strategies are taken to improve the management process, administrative, academic and other facilities. Thus, the strength and weaknesses of this institution are duly discussed in various forums and thereby attempts have been taken to turn weaknesses to strength.

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

Yes

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The College is affiliated to the University of Burdwan and follows the syllabus and curriculum framed by the University. As an affiliated College it enjoys no autonomy of its own in making the syllabus for its students. Yet, from time to time the teachers of the College attend workshops on syllabus/curriculum at the University and outlet their suggestions for the improvement of the existing syllabus. Workshops are also often arranged at the College under the guidance of some senior University/College teacher to orient our teachers about the new syllabus.
Teaching and Learning	Teaching learning takes place in our College in a homely and cordial atmosphere. The College has a clean and green campus and the ambience is conducive to teaching-learning. Teachers use both the lecture/ chalk and talk method as well as ICT for PowerPoint and audio-visual classes. Some of our departments arrange film shows, slides, documentaries to supplement the theoretical knowledge through demonstration. Academic tours and field works are conducted wherever applicable. The progress of the students is assessed through class tests and term end examination before allowing a student to appear at the annual University degree examination.
Examination and Evaluation	Evaluation is done through continues class test and internal examinations and feedback which is discussed by the Teachers' Council and IQAC and the report sent to the Principal who forwards the same to the GB.
Research and Development	Being an UG institution we do not have the scope for guiding research however most of the faculty members have completed or are pursuing their

	<p>Doctoral research. To aggravate research based publication, the college through the IQAC has undertaken the process of initiating a multidisciplinary ISSN journal. Besides the college organizes invited lectures by luminaries in different disciplines in order to ignite research interest among students and teachers. UGC National level seminars are also organized.</p>
Library, ICT and Physical Infrastructure / Instrumentation	Library facilities available, ICT infrastructure is adequate, Lab instruments are properly maintained
Admission of Students	Admission process done through online portal

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

E-governance area	Details
Planning and Development	<p>To use ICT in the process of planning college-events and activities, institute uses personal e-mails .Important notices and reports are also circulated via e-mails.E-governance is the integration of Information and Communication Technology in all the working processes of the system. It aims to minimize the manual efforts and improve the communication, create transparent system, and to be cost and time effective.</p>
Administration	<p>The college has Biometric attendance for teaching and non-teaching staff. ICT has been introduced in the Administrative work.College staff uses smartphone with inbuilt social app like Gmail to communicate.WhatsApp Group helps to provide the brief notices of any event to be happened on college.WhatsApp Groups are also used for awareness and of smooth functioning of the same.</p>
Finance and Accounts	<p>With the aim to produce immediate information in finance and Accounts i.e."Single Click Accounting" , this section of College is partially egoverned. The college uses the Vriddhi software,Tally for the transparent functioning of Accounts department. The same software is used to generate various reports like Consolidated Day Book General Day Book Daily Cash Collection report.</p>
Student Admission and Support	Student admission for the year 2018-2019 is partially implemented

online.As the admission process is online , admission forms are also provided. Students submit printouts and required documents at respected counters. The software is also used for student support like issuing ? Transfer Certificate, ? Bonafide certificates. ? Admission Forms ? Issue of ICards ,Library cards

Examination

Through Burdwan University portal

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	NA	NA	NA	0
2019	NA	NA	NA	0
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	NA	NA	Nill	Nill	0	0
2019	NA	NA	Nill	Nill	0	0
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Workshop on Remote Sensing GIS from UGC- HRDC, The University of Burdwan	1	05/03/2019	12/03/2019	07
Human Resource Development Centre, Burdwan University, Refresher Course in	1	06/02/2019	26/02/2019	21

'International Relations'				
Workshop on CBCS, Human Resource Development Centre, Burdwan University	1	29/01/2019	04/02/2019	07
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
4	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Medical leave, Yoga classes, wi-fi facility, Computing facility, Sports facilities, Identity cards, Childcare Duty leave	Maternity benefits, medical leave, Yoga classes, wi-fi facility, Computing facility, Sports facilities, Identity cards	Scholarship, Post matric scholarship, other Scholarship, Sports

**6.4 – Financial Management and Resource Mobilization**

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

<ul style="list-style-type: none"> <li>Accounts of the college are internally scrutinized regularly by a team consisting of Accountant, Bursar, members of Finance Committee and Principal.</li> <li>External audit is carried out by an Auditor nominated by Education Directorate, Government of West Bengal.</li> <li>Results of external audit are regularly reviewed by Governing Body and measures are taken to rectify problems, if any.</li> </ul>
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA
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6.4.3 – Total corpus fund generated

00
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**6.5 – Internal Quality Assurance System**

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NA	Yes	Teachers Council
Administrative	Yes	Higher Education Dept, Govt of WB	No	NA

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

NIL

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

Basic Computer training for college non-teaching staff. 2. Tally training for Accountant. 3. College Software Maintenance training

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

Upgradation of Library, Upgradation of IT facilities, Beautification of the Campus

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Feedbacks from various stakeholders Students, teachers, Alumni, others be collected, and analyzed by the IQAC	20/12/2018	20/12/2018	20/12/2018	325
2019	Feedbacks from various stakeholders Students, teachers, Alumni, others be collected, and analyzed by the IQAC	29/05/2019	29/05/2019	29/05/2019	310

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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Vishaka Guideline Awareness Programme	26/04/2019	26/04/2019	30	12



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

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

- Photo-Voltaic Solar Systems are installed on the College Premises for alternating renewable sources of energy.
- The college is using 100LED lights along with power-efficient equipment
- After installation of Photo-Voltaic Solar Systems electric power consumption has decreased in the same ratio.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Ramp/Rails	Yes	1
Rest Rooms	Yes	1
Scribes for examination	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	2	2	07/09/2018	1	P-T Meeting	Insufficient strength	15
2018	1	1	14/09/2018	1	P-T Meeting	Insufficient strength	18
2018	5	5	30/11/2018	1	Celebrations	Communication	20
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Hand Book on Code of Contact	07/09/2018	CODE OF CONDUCT • For Students: The institution is devoted to impart value education to all the students for their all-round development, and whole-heartedly wishes for success and a bright future. To achieve these objective following codes of conduct are required to be followed by the students 1) Attend classes regularly. 2) Submit all assignments on time. 3) Maintain Discipline in Life. 4) Be

Dedicated to Your Work.

5) Cooperate With the Authorities To Maintain Clean And Green Campus 6) Follow Ethical Practices in Life Apart from these, library has its own code of conduct which is displayed in front of the library entrance. • For Faculty and administrative members

1. Follow ethical practices in teaching, assessment, and research-publications
2. Maintain official secrecy and confidentiality
3. Help the students for their all-round development
4. Assist the newcomers to the profession with the professional ethics and other statutory practices
5. Contribute to the strengthening of a democratic ambiance
6. Treat other colleagues with equal respect
7. Contribute to the maintenance of a clean and green campus
8. Serve the incumbents with dignity and politeness

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
The Environment And The Place Of Man	18/05/2018	18/05/2018	28
No file uploaded.			

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

The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles: The automobiles are restricted but not sent percent for two-wheelers 2. Use of Bicycles/ Battery powered vehicles The use of Bicycles and battery-powered vehicles is increasing for proper awareness of the college 3. Pedestrian Friendly pathways: Pathways are sufficiently wide and friendly for physically abled persons also 4. Ban on use of Plastic: The college has restricted to use of Plastic and various awareness programmes held in the college to ban it 5. landscaping with trees and plants: We maintain a clean and green campus, various varieties of flowering plants, trees, decorative plants, vegetable plants, and fruit trees are regularly planted and nurtured by the NSS and the students of ENVS especially.

7.2 – Best Practices

## 7.2.1 – Describe at least two institutional best practices

### BEST PRACTISE 1: TITLE- ADOPTED VILLAGE BY THE NSS TEAM OF THE COLLEGE

**OBJECTIVES:** The above practice aims at: • Improving the interaction between the neighbouring communities and the College community through NSS volunteers and teachers. • Enhancing the inclusive nature of the College by reaching out to the people living on the margins of the locality. • Spreading the awareness of health, hygiene, sanitation, and medicine among the older generation of the village by providing new ideas of development to them so that they could pass it on to the next generation. **CONTEXT:** The institution is located in the middle of Tribal Communities of a semi-rural area which requires regular interaction of the College authorities with that of the people residing in these underprivileged villages. Being a higher educational institution, the members of the College consider the development of these communities to be one among their many responsibilities towards the diverse society in which the educational institution is situated. The NSS team was also quite adept in reaching out to the members of the adopted village at the grassroots level and imparting their knowledge to the poorly educated and neglected section of the society and thus becoming agents of improvement of their living conditions. **THE**

**PRACTICE:** The above-mentioned practise was carried out in the following manners: A meeting was held under the chairmanship of the Principal and instructions of the IQAC Co-ordinator before beginning with the course of action. Teachers of the Santali department, the entire NSS team with a select number of volunteers came together to implement the idea of an adopted village. An entire week was fixed when the programme could be carried out. Particular topics were taken up on each day to gradually proceed with the core ideas of introducing the villagers to the importance of clean water, sanitized homes, clean and fresh food, green environment, medicines, vaccinations, education, legal rights etc . The NSS Volunteers and their teachers worked hard to make the villagers understand the necessity of using natural purifiers like chlorine for purification and made them realise the importance of boiling water before drinking on the very first day of the event. The next day was about preparing the villagers to learn about various kinds of health issues which might be of great concern if not prevented through vaccination particularly for young children and new born children. It was seen in this survey that many villagers were reluctant to pay necessary visits to the local health facilities and depended more on untrained sources of treatment causing great damage to their health. Making the villagers come to know about the necessity of sanitized homes through the usage of toilets available either within their homes or within their community was also another issue addressed by our team on the next day. The necessity of higher education for their children was also taken up as another topic on one day. They were enlightened about the basic human rights available to every citizen of India irrespective of its wide diversity. The teachers also taught them about some basic legal aids that could become their strength after being subjected to any kind of humiliation and oppression or violence in their lifetime. **Evidence of Success:** This practice was highly successful as verbal feedbacks received from the villagers proved it to be so. A few of the villagers were given the contact number of the teachers so that they could contact us whenever needed. They have been sending their children to our college for higher education since our programme was conducted. **Problems Encountered and Resources Required:** Language was initially a problem but it was solved with the help of the teachers of the Santali department. As the institution lacks funds a huge amount of resources could not be relocated to the vicinity of the adopted village but the team was able to perform their best with great diligence and effort. **BEST PRACTISE 2: TITLE: PARENT-TEACHER MEETING**  
**OBJECTIVES-** Since this year was the second academic session for the Semester students, Parent- Teacher meetings were conducted by some of the departments of the institution with the following objectives: To inculcate discipline and

responsibility among the existing Semester students of the College by letting their parents become aware of the conduct of their wards getting admission to the institution. To obtain an increase in the attendance of Students in their classes by intimidating about the attendance scenario of particular students in class. **CONTEXT:** The welfare of any educational institution depends upon the maximum presence of its students in the Campus. It is not possible to think about the success of any curriculum without the active involvement of the primary stakeholders of the educational institution. The students however on receiving some amount of freedom from parental supervision in College choose to exercise their free will by remaining aloof from the regularity of their curriculum which causes great damage to their educational career. Teachers can only mentor the students toward a better life if regularity is maintained by them at all levels. The Parents often remain oblivious to the true colours of their children and a Parent- Teacher meeting was the only way to inform the Parents about the actual conduct of their wards. **THE PRACTICE:** The Parent Teacher meeting was conducted in the following manner: The respective departments took the responsibility of notifying the students about the prospect of arranging a Parent Teacher meeting on a pre-scheduled date. The Parents were informed about the aims and objectives of the meeting and they were cordially invited to attend the program on the scheduled date. The teachers kept the records of the conduct of the departmental students as available from the Attendance registers to produce before the parents. Students having good attendance records were appreciated by the teachers. Parents of students with poor attendance were informed about the irregularity of their wards as this was a consistent problem for most of the departments in the institution. The possible reasons for the absence of the students from the College were discussed with great precision. Many parents were not aware of the gross misconduct of their sons and daughters and grew thoughtful about the problem. Students also became conscious of the fact that their parents will also be kept informed about their conduct whenever needed. The performance of the students in the Final Examination was also analysed with the Parents and various reasons for poor performance came up in this meeting. Some students had the problem of supporting their family through early employment due to which they could not give the necessary amount of time in their academics. Some parents were poorly educated and they could not guide their children as desired. A few others seemed to be suffering from the problems of their age which would not allow them to gather the desired amount of motivation for their studies. The performance in extracurricular activities was also discussed among the parents and teachers. The meeting ended with light refreshments arranged by the institution and with a note of thanks from the Head of the institution and the IQAC Co-ordinator as well. **EVIDENCE OF SUCCESS:** This became one of the best experiences for the institution as it produced a sense of respect and trust among the Parents and the Teachers as it showed that the institution valued the role of the parents as of primary importance even at the higher educational level. The students were sensitized about their conduct to some extent and they promised to become more responsible. Intimacy developed between the concern of the teachers and the problems of the students and the teachers realized the sensitivity of the situation so that they could extend their support wherever needed. **PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED:** Resources were readily available at hand and there were no such problems as such which could have hampered the above-mentioned best practise in the academic year of 2018- 2019. A few parents were however unable to attend the program due to some unavoidable circumstances and they were expected to make separate visits to the College according to their convenience.

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

<https://www.thlhm.com/home/agar-supporting-documents/best-practices-of-the->

[institution/2018-2019](#)

### **7.3 – Institutional Distinctiveness**

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

Our institution organizes different programmes in support of the Santal communities. We try to help the students of Adivasi communities economically. Concerning that we organize many cultural programmes specifically for those students belonging to the backward classes. On the days of 'BADNA', a special programme of Adivasis is being celebrated in our institution and all the teaching and non-teaching members of our college participate in it with full enthusiasm.

Provide the weblink of the institution

<https://www.thlhm.com/home/agar-supporting-documents/institutional-distinctiveness/2018-2019>

### **8.Future Plans of Actions for Next Academic Year**

1.Construction of Boys Hostel 2.Construction of Auditorium 3.Introduction of Hons in Political Science 4. Upgradation laboratories 5. Upgradation of play ground