



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

Part A	
<b>Data of the Institution</b>	
<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	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Rural</b>
Financial Status	<b>state</b>
Name of the IQAC co-ordinator/Director	<b>DR SK NUR UPSAR</b>
Phone no/Alternate Phone no.	<b>919064862907</b>
Mobile no.	<b>9434513579</b>
Registered Email	<b>thlmahavidyalay@gmail.com</b>
Alternate Email	<b>tlmprincipal@gmail.com</b>

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="https://www.thlhm.com/home/year-wise-aqar/2018-2019">https://www.thlhm.com/home/year-wise-aqar/2018-2019</a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://www.thlhm.com/home/academic-calender/2019-2020">https://www.thlhm.com/home/academic-calender/2019-2020</a>

**5. Accrediation Details**

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
<b>1</b>	<b>B</b>	<b>2.13</b>	<b>2016</b>	<b>05-Nov-2016</b>	<b>04-Nov-2021</b>

<b>6. Date of Establishment of IQAC</b>	<b>01-Aug-2014</b>
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**7. Internal Quality Assurance System**

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
<b>International Seminar on</b>	<b>06-Mar-2020</b>	<b>210</b>

Vidyasagar	01	
Feedback from different stakeholders	06-Feb-2020 01	310

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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	2020 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 academic calendar is planned and supervised by IQAC. • It arranges for feedback from different stakeholders including students. • The feedback is analyzed and suggestions implemented. • It suggests necessary steps for infrastructural, equipment development • It organizes seminars and workshops, such as syllabus related, NAAC related, awareness program etc.

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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
Augmentation of Academic Infrastructure	In commensurate with quantitative expansion of programmes, we will augment our academic and physical infrastructure such as Central Library, classrooms, laboratories, Computing Laboratory, Interactive Language Laboratory, Gymkhana, Gymnasium, offices for N.S.S., N.C.C., etc.
Use of ICT in Teaching Learning System	Increase the use of innovative teaching and learning resources like OHPs, LCDs, power point presentations, models, internet connections, smart classrooms, Interactive Language Laboratory, Computing Laboratory etc.
Organizations of Seminars and Workshops	Academicians, industrialists, subject experts from other institutions and universities were invited as resource persons and will make an effort to get acquainted with the emerging techniques and trends of the industries and subject matters.
Feedback from various stakeholders	We will have mechanism to obtain the feedback on curriculum, its scientific, systematic analysis and interpretation and we will enhance this for effective communication to concerned authorities for revision and restructuring of curriculum.
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<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
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Name of Statutory Body	Meeting Date
GOVERNING BODY	08-Apr-2020

<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
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<b>16. Whether institutional data submitted to AISHE:</b>	Yes
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Year of Submission	2020
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Date of Submission	25-Feb-2020
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<b>17. Does the Institution have Management Information System ?</b>	Yes
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<p>If yes, give a brief description and a list of modules currently operational (maximum 500 words)</p>	<p>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.</p>
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**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

The academic session of 2019- 2020 was the first session when the three consecutive Semesters could run parallel without having any of the previous Annual system (1+1+1) batches to continue with the present curriculum, ensuring that the mechanism for this year's module could exclusively be made for the CBCS Semester system only. The College followed the curricula designed by the University of Burdwan in all academic years. A completely new challenge however shook the smoothness of the Curricula of our College due to the first wave of the COVID- 19 Pandemic in which the entire educational system was declared to go through a 'Lockdown' phase imposing a ban on any kind of physical connectivity within the Campus from March 2019. Although it was an unprecedented blow to us, the entire process of teaching, learning and evaluation was also modified accordingly by the College in the following manners: \*An Academic Calendar consisting of the tentative schedule of all activities was prepared and distributed by the IQAC. The second half of 2019- 2020 (From March 2020) could not however function according to the given schedule due to the first wave Lockdown phase of COVID 19. \* The departmental Syllabus distribution was distributed among the respective departmental teachers. The fifth and sixth Semester syllabi were taken up by the teachers with great precision and sincerity as this was going to be the Final Year of their Course for the first CBCS batch of students in the College but the sixth Semester faced a great challenge owing to the problem of Campus closure during the Pandemic from March 2020. \* The Central Routine Committee already had the College Time- Table prepared for the smooth functioning of Classes in collaboration with the IQAC by including the last two Semesters in the schedule and distributing it among the Departmental Heads to prepare their Departmental Time-Tables. Classes, Internals and other programs structured for the year could not be conducted properly for the sixth semester students from March 2020. The trauma of the pandemic had created a freezing situation in the academic world as well during the last few months of this academic year. \*The syllabus distribution and departmental Time- Tables were displayed on the notice boards, uploaded in the College website and circulated over the virtual

platforms by the teachers. Library references were shared among the students as this could inspire them to indulge with research-oriented topics. Although it was not possible to meet in Campus from March 2019, despite the unavailability of any central guideline, the teachers of our College tried to remain in touch with the students by supplying study materials and moral support through the virtual world in this difficult period. \*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 even during the Lockdown phase since in this year.

#### 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	00	NA	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	0	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
NA	Nil	0
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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	22
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### 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. Since the academic session of 2019- 2020 closed with the anxious note of the worldwide Pandemic, the Feedback forms were prepared by the IQAC and Documentation Cell and circulated primarily through virtual platforms like the College website and departmental social media applications in order to receive feedbacks from the five kinds of stakeholders i.e. Students, Teachers, Employees, Alumni, and Parents. 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 through the various quality indicating points about the overall performance of the College in the system of admission, functioning of the Library, and availability of Canteen facilities etc. Performance indicating points were provided for Teachers, the Principal, and a complaint as well as a suggestion box 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 the website and other available virtual platforms. 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. A close analysis of the Feedback obtained from all five stakeholders in the academic year 2019- 2020 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. Many issues were being raised regarding the problem of Campus closure during the Pandemic. 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	60	324	44

	Honours			
BA	English Honours	46	173	35
BA	Sanskrit Honours	40	150	26
BA	Santali Honours	40	48	32
BA	Geography Honours	31	205	21
BA	History Honours	54	87	36
BA	Philosophy Honours	25	76	25
BSc	Mathematics Honours	40	73	12
BA	General	769	1430	634
BSc	General	15	77	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
2019	861	0	16	0	0

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
42	28	28	2	2	3

[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 has been trying to follow a well organized system of mentoring for the students both inside and outside the classrooms since its inception through an active and introspective role performed by the Teachers and non teaching staff. 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 third 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 2019- 2020 were made to go through one or two 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. 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 were mentored by the teachers of the Cultural Committee to develop their talents in particular areas so that they could 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. The NSS and NCC 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. As the College was going through the Lockdown phase from March 2020 in this session the departmental teachers took up the role of mentoring their students through the virtual platforms in order to keep them free from anxiety during this period of isolation.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
861	16	1:54

## 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	16	1	3	9

### 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
2019	NA	Nil	NA
2020	NA	Nil	NA
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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BAH	PART III	07/10/2020	29/10/2020
BSc	BSH	PART III	07/10/2020	29/10/2020
BA	BAP	PART III	07/10/2020	29/10/2020
BSc	BSP	PART III	07/10/2020	29/10/2020
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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 2019- 2020 marked the third 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 for 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, 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. Questions were prepared by the teachers for particular subjects and the process of evaluation was also completed within a fixed tenure. The internal evaluation for Practical Papers were conducted through field works and assignments were submitted based on topics chosen for their field work. Since the last few months of this academic session was struck by the COVID 19 Pandemic, it was not possible to maintain a stable process of Internal Evaluation for the last semester students and once again the departmental teachers intervened to conduct oral tests over the phone or through virtual medium as far as possible.

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

The College Academic Calendar for 2019- 2020 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 third year of the commencement of the Semesters, tentative dates were also mentioned regarding the commencement of classes in altogether six Semesters, conducting of internal examinations in a single phase after the completion of syllabus and before the beginning of the University Final Semester Examinations, 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. The last few months of this academic year however could not make use of the academic calendar completely owing to the disturbance caused by the closure of Educational institutions during the COVID 19 Pandemic.

## 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	31	31	100

		Hons			
ENGH	BA	English Hons	20	17	85
SNSH	BA	Sanskrit Hons	20	20	100
SNTH	BA	Santali Hons	7	5	71.43
GEOH	BA	Geography Hons	22	21	95.45
HISH	BA	History Hons	28	26	92.86
MTMH	BSc	Mathematics Hons	21	19	90.48
BSP	BSc	General	1	1	100
BAP	BA	General	120	57	47.5
PHIH	BA	PHILOSOPHY HONS	2	2	100
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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/2019-2020>

## 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
Nil	00	NA	0	0
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### 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	Nil	NA
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nil

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### 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
NA	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	HISTORY	3	00
International	BENGALI	3	00
International	MATHEMATICS	1	1.5
International	POLITICAL SCIENCE	1	00
Nil	SANTALI	1	00
National	SANTALI	1	00

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#### 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
HISTORY	2
PHILOSOPHY	1

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#### 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
Magneto hydrodynamic convective-radiative darcy forced convection heat and mass transfer of a micropolar fluid over a non-linear stretching	Sewli Chatterjee	Computational Thermal Sciences	2020	3	THLH Mahavidyalaya	3

sheet in existence of soret- dufour effects					
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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
Magnetohydrodynamic convective-radiative darcy-forchheimer heat and mass transfer of a micropolar fluid over a non-linear stretching sheet in existence of soret- dufour effects	Sewli Chatterjee	Computational Thermal Sciences	2020	22	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	0	1	0
Presented papers	9	2	0	0

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## 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
Special Lecture on Indian Constitution in Collaboration with NSS and Political	NSS	5	124

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat	NSS	Swachh Bharat Aviyar	5	16
Gender-based violence	NSS	Gender-based violence camp	2	14
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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
Faculty exchange	100	College Fund	1
Faculty exchange	85	College Fund	1
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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
3	2.74

#### 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 with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Existing

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#### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL 2.0	Partially	2.0	2015

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	5191	869752	183	41084	5374	910836
Reference Books	1635	618823	0	0	1635	618823
e-Books	1	11600	0	0	1	11600
Journals	170	16273	26	1330	196	17603
CD & Video	40	10000	0	0	40	10000
Others(s pecify)	2	2210	0	0	2	2210

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
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NA	NA	NA	Nil
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#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	26	4	26	5	0	9	5	150	2
Added	0	0	0	0	0	0	0	0	0
Total	26	4	26	5	0	9	5	150	2

##### 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
0.3	0.24	0.6	0.5

##### 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)

? Since the establishment of the college, the authority through the guidance of GB has aimed at augmenting infrastructure facilities for teaching-learning in the college, as per funds available. This has been systematically carried out by interaction of GB with sub-committees like the Building Development Committee, Finance Committee IQAC etc. ? All the purchase requests are reviewed by the purchase committee and observed by the Principal regularly. ? The games and sports committee plans and organises sports and games. ? The application fees were taken through offline mode. ? The personal data of students was transferred to the college software. ? The college has become a member of the N-List programme, and more teachers are making use of it for their research purposes. ? The college library has introduced INFLIBNET. ? The college website has been updated with more information on the day-to-day running of the college. ? The college library is incorporated within the college website. An additional e zone classroom was introduced near the library for surfing in the interest of the students for gathering more learning info from the internet ? .Online admission gives the College a bigger opportunity to serve a bigger hinterland and achieve transparency and efficiency. ? Library committee has arranged for access to e-journals and books through INFLIBNET. ? Student records are being preserved through the CAMS, data capture format. ? The IQAC facilitated all the departments by providing computers along with internet

facilities. ? 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. ? The College provides internet facilities to all the Departments and thereby the scope to access international journals and books through N-LIST, INFLIBNET etc. ? The students are given open-access facilities in the central library and in the respective department's seminar library. ? An airy and lighted seminar hall is available equipped with an audio-visual system and fixed projection system that has 100 seating capacities.

<https://www.thlhm.com/home/aqar-supporting-documents/procedures-and-policies-for-maintaining-and-utilizing-facilities/2019-2020>

## 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	148	625101
Financial Support from Other Sources			
a) National	Post Matric, TSP, SVMCM, K1, K2	840	11279600
b) International	NA	0	0

[View File](#)

#### 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	12/05/2015	149	Department of English
Spoken English	21/11/2019	32	Department of English

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#### 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
2019	NA	0	0	0	0
2020	NA	0	0	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
NA	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 enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	18	Various programmes	Different departments	Different Higher Educational Institutions her Education	PG, B.Ed and Other Professional Courses
2020	19	Various programmes	Different departments	Different Higher Educational Institutions her Education	PG, B.Ed and Other Professional Courses
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### 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
SET	1
Any Other	7
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	36
Sports	State	16
Quiz	District	6
DRAWING	District	1
RECITATION	District	1
MIME	District	4
EXTEMPORE	University	1
Debate	State	1
FOLK DANCE	Block	1
<a href="#">View File</a>		

### 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
2019	NA	National	0	0	NA	00
2020	NA	National	0	0	NA	00
2019	NA	Internat ional	0	0	NA	00
2020	NA	Internat ional	0	0	NA	00

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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 so active to execute the Fresher's Welcome. Without their immense support we are quiet unable to execute such programs. They take proper initiatives to organize NSS and NCC programs. They organizes Swachh Bharat program periodically and play active role in campus cleaning, They are also active in tree plantation and observance of special days. Though there is no elected students union, they are so responsible to take the necessary steps to handle sudden occurring 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 a rural and interior college. Many of them are first generation learner and they are belonging to agro based economy. As they are not sound financially they cannot contribute remarkably for 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 bridges the community- institution relation. Feeder schools and new students get sufficient inputs 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 re-union program for the alumni.

5.4.2 – No. of enrolled Alumni:

65

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

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)

The institution has a mechanism of providing operational autonomy to various functionaries in order to ensure a decentralized governance system. 1. Top Level Local M.L.A. is the member President of the governing body. The principal in consultation with the Teachers' Council governing body nominates different committees for planning and implementation of different academic, student administration, and related policies. All academic and operational policies are based on the unanimous decision of the governing body, the IQAC, and the teachers council. 2. Faculty level: Faculty members are given representation in various committees/cells nominated by the Teachers Council, in the Governing body, in the IQAC, and other committees. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for the academic and professional development of faculty members. Following are the different sub-committees that have been nominated by the Teachers' Council (2019-2020): • Admission Sub-committee • Exam Cell sub-committees • Library sub-committee • Women Gender Sub-committee • Sub-committee for games and sports • Canteen sub-committee • Research and publication sub-committee • Cultural sub-committee • Internal Complaints Committee • Counselling and Career Guidance and Placement Unit • Grievance Redressal Cell • IT, Media, CCTV, Website committee • Anti-Ragging Committee 3. Student election has been postponed for this academic session so that in this session student union has not been able to function in their way. 4. non-teaching staff level are represented in the governing body and the IQAC. Suggestions of nonteaching staff are considered while framing policies or making important decisions. Participative management the institution promotes the culture of participative management at the strategic level, functional level, and operational level. • Strategic level: The principal, governing body, Teachers council, and the IQAC are involved in defining policies procedures, framing guidelines and rules regulations about admission, examination, discipline, grievance, support services, finance, etc • Functional level: Faculty members share knowledge among themselves, students, and staff members while working for a committee. Principal and faculty members are involved in joint research and have published papers • Operational level: The Principal interacts with government and external agencies faculty members maintain interactions with the concerned departments of the affiliating university. Students and office staff join hands with the principal and faculty for the execution of different academic, administrative, extension-related, co- and extracurricular activities.

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	Our institution is a Govt. aided general degree college under Burdwan University, West Bengal it abides by

the changes in curriculum as prescribed by the University of Burdwan.

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

The Institute designed the answer script for internal assessment the same as that of the university answer script. Various internal tests are conducted per semester. Improvement test is conducted for students to motivate. Additional coaching is provided for the slow learners. Model question bank and challenging Question papers are prepared by the faculty and distributed to the students. Timely assessment of tests is done and the result is displayed. Theory examinations and practical/oral examinations are conducted as per the University schedule and norms. The faculty contributes to the examination work like- question paper setting, invigilation of theory examination, evaluation of answer scripts, an internal examiner and subject experts for the University examinations assessment of theory examinations' answer books.

Research and Development

We have not received any funds from UGC or any other funding agency for research purposes so, there is no such research facility available in our college but our faculty members are so enthusiastic to perform their academic research work individually. More than half of our permanent faculty members have doctoral degrees and some are pursuing the same. Many teachers have good numbers of publications with a national international reputed journal also.

<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>The College regularly increases ICT facilities for classrooms, tutorial rooms, seminar halls, and Laboratories. The university regularly enhances the Internet connectivity facility. The College regularly enhances the power backup facility for laboratories. Central Library gives guidelines for improving the quality of library resources. Suggestions from the student committee for the library are used for improvement in the quality of resources. New books/journals are purchased every year to update the library. Some Department have their own Library facility that includes books Physical infrastructure is increased to meet the demand of recent trends, new regulations, and an increase in intake.</p>
<p>Human Resource Management</p>	<p>The recruitment procedures, service rules, and promotion policies are made transparent and employees benefit from CL, EL, VL, ML, and EPF. The employee's salary will be credited to the bank account directly. Pay slips are issued to the employees every month. For professional development of human resources, the institute delegates the faculty and staff to undergo development programs outside the institute and provides technical resources and duty leave to undertake such development programs. Faculty and students are felicitated for their academic achievements. The university uses performance evaluation methods for the staff members. At the end of every year, a performance evaluation of the staff is done by the Head of the Institution. This is used for deciding promotions and increments. Self-performance evaluation is done by the faculty and reports are submitted to the Head of Department.</p>

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

E-governance area	Details
<p>Planning and Development</p>	<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</p>

	transparent system, and to be cost and time effective.
Administration	<p>The college has Biometric attendance for teaching and non-teaching staff.</p> <p>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.</p> <p>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	<p>Student admission for the year 2019-2020 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</p>
Examination	<p>Through Burdwan University portal and due to COVID-19 Global pandemic and nation-wide lockdown the whole exam process took place via online mode.</p>

### 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
2019	NIL	NA	NA	0
2020	NIL	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	Title of the	From date	To Date	Number of	Number of
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	professional development programme organised for teaching staff	administrative training programme organised for non-teaching staff			participants (Teaching staff)	participants (non-teaching staff)
2019	NIL	NIL	Nill	Nill	0	0
2020	NIL	NIL	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
Short Term Courses on Accreditation of NAAC from HRDC of BU	1	11/02/2020	18/02/2020	07
U GC sponsored Short Term Course on Health and Stress-Problem and Remedies	1	20/02/2020	27/02/2020	07
Department of Science Technology (National Resource Data Management System) sponsored Winter School (Training Program) on 'Geospatial Technologies (Level-2)' organized by the Department of Geography, The University of Burdwan	1	09/01/2020	29/01/2020	21
Online course on "Basic Principles of Remote Sensing Technology" conducted by Indian Institute of Remote Sensing	1	13/04/2020	25/04/2020	07

(IIRS), ISRO  
Dehradun,  
Department of  
Space, Govt. of  
India

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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)

• Accounts of the college are internally scrutinized regularly by a team consisting of Accountant, Bursar, members of Finance Committee and Principal. • External audit is carried out by an Auditor nominated by Education Directorate, Government of West Bengal. • Results of external audit are regularly reviewed by Governing Body and measures are taken to rectify problems, if any.

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
NIL	0	NIL
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6.4.3 – Total corpus fund generated

00

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	DPI, HED, GOVT OF WB	No	NA

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

NA

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. Awareness program about modern office management.

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

1. Teachers are encouraged to engaged them selves in various research oriented activities. 2. initiative has been taken to open New courses i.e. Political science Hons. 3. whole administrative process has been Computerized.

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
2019	Student's seminars are organized.	19/09/2019	19/09/2019	20/09/2019	123
2020	The college has introduced add-on courses like computer application, YOGA for holistic development.	24/01/2020	24/01/2020	24/01/2020	50

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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
Prohibition of Child Marraiage	04/09/2019	04/09/2019	64	62

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

? Energy conservation The institution makes sure there is no wastage of electricity. Students and staff are sensitized about energy conservation, putting off lights and fans whenever their use is over. We also use energy saving lamps. Solar lights have been introduced to save electricity. ? Use of renewable energy College authority has commitment to pollution-free



2019	1	1	20/11/2019	01	Tribal Community Development	poverty eradication	53
2020	1	1	20/01/2020	01	Tribal Community Development	Health and Hyegenen	42
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
Handbook on Human Values and Professional Ethics	15/01/2020	<p>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 this objective following codes of conduct are required to be followed by the students</p> <ol style="list-style-type: none"> <li>1) Attend classes regularly.</li> <li>2) Submit all assignments on time.</li> <li>3) Maintain Discipline In Life.</li> <li>4) Be Dedicated To Your Work.</li> <li>5) Cooperate With The Authorities To Maintain Clean And Green Campus</li> <li>6) Follow Ethical Practices In Life</li> </ol> <p>Apart from these, library has its own code of conduct which is displayed in front of the library entrance.</p> <p>• For Faculty and administrative members</p> <ol style="list-style-type: none"> <li>1) Follow ethical practices in teaching, assessment and research-publications</li> <li>2) Maintain official secrecy and confidentiality</li> <li>3) Help the students for their all-round development</li> <li>4) Assist the newcomers to profession about the professional ethics and other statutory practices</li> <li>5) Contribute to the strengthening of democratic ambience</li> <li>6)</li> </ol>

Treat other colleagues with equal respect  
7)Contribute to the maintenance of 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
Republic Day Parade	26/01/2020	26/01/2020	210
Independence Day Parade	15/08/2019	15/08/2019	144
No file uploaded.			

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

Use of renewable energy College authority has commitment to pollution-free environment. We endeavour to emphasize the use of renewable energy. The process has been initiated by the installation of solar PV Street light within the campus. Water harvesting Rainwater harvesting is done by collecting it in specific concrete and PVC reservoirs and recycling it for gardening. Efforts for carbon Neutrality This is done through planting trees and plants to keep the campus green and to counter carbon emissions. The college uses latest eco-friendly silent power generator during power cuts and emergency situation like University exams. The office and staff room uses inverter back-up thus minimizing carbon emission. There is very controlled use of AC within the Principal's office, during important occasions but never continuously. The college uses energy efficient equipments. Plantation We maintain a clean and green campus. Various varieties of flower plants, trees, decorative plants, vegetable plants, fruit trees are regularly planted and nurtured. The NSS volunteers are especially dedicated towards maintaining the garden. As the College is located adjacent to the Ganpur forest, the trees and plants of the campus go in tune with the natural greenery of the area. The NSS units of the college actively conduct green awareness campaigns and cleanliness campaigns, especially through celebrating the World Environment Day, plantation of new plants etc. Moreover the campus is kept clean and plastic free. Initiative has benn taken to teach students how to make environment more conducive to healthy living by making it greener. We have also initiated a Medicinal garden within the campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

**BEST PRACTICE 1: TITLE: CLEAN CAMPUS GREEN CAMPUS OBJECTIVES OF THE PRACTICE:**  
The idea of creating a clean and green campus inside the College was implemented in the academic session of 2019- 2020 as one of its best practices with the following objectives: • To make the students aware of their responsibility of keeping their educational environment clean and free from unnecessary waste objects to ensure a pollution-free environment • Planting of saplings within the campus to create the look of a greener campus in the coming years. • Also make the students develop the sense of working together in good faith and camaraderie. **THE CONTEXT:** "Cleanliness is next to Godliness". Keeping this in mind the College planned to perform a cleanliness drive with the help of its NSS team and other willing participants as well as teachers. Since the College is situated in a dry and dusty area with a National Highway running in

front of it, the need to reduce pollution by keeping the environment clean through the reduction of unplanned waste disposal and implementing the practice of cleaning the Campus, as well as the planting of green plants to reduce pollution and enhance the beauty of the environment was the contextual history before the conception of this practice. **THE PRACTICE:** The above best practice was followed in the following process: • A meeting was conducted among the teachers, NSS team and student participants to decide upon the plan of action and desired date of the practice which was supposed to take place within the Campus. • A certain amount of budget was fixed for carrying out the program. • Several utensils were bought from the market which could be used on the day of the program and saplings were either bought or obtained from neighboring villages to plant them in the vicinity of the College. • A small cultural program was planned and organized by the College cultural committee on the day of the practice. • The program began in the early morning with good faith in which teachers and students came together with the great idea of adhering to the Cleanliness program • The entire College was divided into five sections to be taken up by five groups of students headed by representative teachers. • The frontal garden, the Canteen and the College courtyard, the ground floor building, the first floor and the second-floor building, the Field and the surroundings of the College were the five areas taken up by these five groups. • Water and other cleaning utensils were provided in ample quantity along with some light refreshments from the College in between the cleaning program which continued until sundown. • It required a great deal of effort as it was physically challenging for both the teachers and the students who were determined to fulfill their target on that day. • An awareness campaign was held by the NSS regarding the necessity of maintaining good habits like flushing of toilets, using the dustbin as per requirement, being non-violent to nature and its beings etc. • The program extended on the first half of the next day as well in which the plantation program was carried out. Young saplings were planted all around the campus by the teachers and students participating in the program. • It was hoped that these plants will be taken good care by the gardener and NSS team of our college in the future in order to ensure the evolution of a greener campus within the institution to battle the growing pollution in and around it. **EVIDENCE OF SUCCESS:** The above-mentioned practice was highly effective in building a cleaner and greener environment within the College campus. It promoted the perspective of keeping up a clean conscience to work along with people in all kinds of diverse circumstances. The campus also received an aesthetic boost at all levels with the motto of a clean and green environment. **PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED** Battling exhaustion and fatigue was one of the many difficulties faced by the participants in this program. Teachers and students were however extremely happy to be a part of this practice which expanded their horizon and scope of working together in the future as well. The awareness of keeping up a clean environment could be directly linked with the idea of maintaining a clean conscience among the students and teachers of the institution. **BEST PRACTICE 2 TITLE: INTEGRATION OF A REGIONAL LANGUAGE UNDERGRADUATE COURSE INTO THE CURRICULUM: THE PRACTICE OF TEACHING AND LEARNING IN THE SANTALI DEPARTMENT** **OBJECTIVES:** The Santali Department of this institution came into being in 2007 which was just one year after the establishment of the College. It had the following objectives: • Incorporating the study of a regional language in the form of a Course to be taken up by students in both Honours and General programs by following the University guidelines. • Decentralizing the myth of 'the centre' and 'the periphery' by granting similar value to Santali Language and Literature like all other subjects taught. • Encouraging the non-tribal students to become aware of the rich cultural heritage of Santali Literature. **THE CONTEXT:** The College is located within a tribal area and thus named after two famous tribal freedom fighters, it was inevitable that the language and literature of the Tribal Communities be incorporated into the mainstream of the institution's

curriculum so that it could ensure the abolition of a discriminating attitude towards Tribal Community and its culture through a regular practice of cohabitation between the Tribal and non- Tribal learners getting admitted in the institution. The unavailability of any other higher educational institution in the district to impart an undergraduate degree to the students of the University of Burdwan also became another major reason behind the establishment of the Santali department in the College. THE PRACTICE: • The General and Honours Courses for the subject had been continuing since 2007 and 2008 respectively and the department had evolved to a great extent since then. • There have been several non- tribal students showing their interest in the subject over the past few years and they are allowed to become an integral part of the department through the mutual bonding shared by the teachers and students of the department. • Teachers prefer teaching in a bilingual mode in the class due to the diversity in the student background. • They learn to read and write in the Ol Chiki language and become well versed in the intricacies of the language in the course of their study. • The students of the department generally come from agrarian economic backgrounds due to which they can maintain their humble standard within the department. • They are also made to participate in all cultural programs, extra- extracurricular activities like sports, quiz competitions, exhibitions etc to enrich the institution with their shining presence. • Regular internal examinations and departmental programs were conducted in the academic session of 2019- 2020 until the country was hit by the global Pandemic in March 2020. • A transparent system of providing scholarships is made available by the institution for the underprivileged tribal minority students of the department. • Regular celebrations are not possible without the Santali department taking a leading role in the cultural programs specific to their culture and origin. The Freshers' welcome and Teachers' Day of the College celebrated in the academic session of 2019- 2020 would have been incomplete without their support. • Teachers also make sure that the tribal students can naturally adapt to the general ambiance of the institution and feel like they are in a second home as long as they are in the institution. • A special provision for the tribal students exists in the form of the Santali Hostel in the College. EVIDENCE OF SUCCESS: The Santali department is highly successful as students have been able to overcome their barriers and overcome their limitations by reaching out to the larger world by getting placed in further degrees as well as taking part in research projects in higher educational institutions. There has also been an increase in the number of students in the department since 2007. PROBLEMS ENCOUNTERED AND RESOURCES: Several problems like the scarcity of funds available at our disposal, the low availability of books, the problem of proper reference material etc have always been there to challenge the progress of the practice. Moreover, most of the students are first-generation learners and come from economically poor backgrounds. The teachers of the institution are however able to overcome these issues through complete dedication and diligence throughout the year which is manifested in the happiness that the students spread by their presence in the institution.

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/2019-2020>

### 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

Maintaining a cordial relationship among the teachers, non-teaching staff, students and parents as well Energy saving by use of LED lighting, Tobacco free

campus, Minimum use or no use of plastic materials in the campus continuous and regular parent-teacher meet. Implementation of Semester system of examination in all courses.

Provide the weblink of the institution

<https://www.thlhm.com/home/agar-supporting-documents/institutional-distinctiveness/2019-2020>

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

1.Upgradation laboratories 2.Purchase of more books for central library  
3.Construction of an Auditorium 4.Development of a play ground 5.Installing a modern Gymnasium 6.Upgradation of play ground 7.Construction of New Building