



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	PRASANTA CHANDRA MAHALANOBIS MAHAVIDYALAYA
• Name of the Head of the institution	Shyamal Karmakar
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	8697169513
• Mobile No:	9674466190
• Registered e-mail	pcmm.principal@gmail.com
• Alternate e-mail	skarmakarkrc@gmail.com
• Address	111/3,B.T.Road Kolkata 700108
• City/Town	KOLKATA
• State/UT	West Bengal
• Pin Code	700108
<b>2.Institutional status</b>	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Grants-in aid

• Name of the Affiliating University	West Bengal State University				
• Name of the IQAC Coordinator	Kamala Mitra				
• Phone No.	9830370959				
• Alternate phone No.	8697169513				
• Mobile	9123019962				
• IQAC e-mail address	pcmmiqac@gmail.com				
• Alternate e-mail address	pcmm.principal@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://pcmm-web-bon-20.s3.amazonaws.com/CLG_74398a6e_AQAR_2019-2020.pdf">https://pcmm-web-bon-20.s3.amazonaws.com/CLG_74398a6e_AQAR_2019-2020.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	No				
• if yes, whether it is uploaded in the Institutional website Web link:					
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	C	1.57	2019	08/02/2019	07/02/2024
<b>6.Date of Establishment of IQAC</b>			23/04/2014		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	2020-2021	0	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>			4		

<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	Yes	
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No	
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<ul style="list-style-type: none"> <li>• Due to Pandemic the college was closed for the session 2020-2021 and Physical presence of any students were not allowed. The Classes were held in online mode as per time table. All the stakeholders maintained the schedule and acted accordingly.</li> <li>• Most of the Departments organized various webinars, workshops in association with IQAC to cater knowledge among students, Researchers. Eminent Resource persons were invited to deliver their talks and enrich our students and faculties.</li> <li>• Departments were encouraged to organize various Departmental activities in online mode such as wall magazine, special lecture etc. in which active participation of students and Teachers were observed.</li> <li>• All the lectures and webinars were documented in College Youtube channel for accessing in future.</li> <li>• For the Mental well being of the students Psychological cell and IQAC organized various counselling session and orientation programmes throughout the session.</li> </ul>		
<b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		

Plan of Action	Achievements/Outcomes
Due to Pandemic situation full session was in virtual Mode. No Physical presence of students were allowed in the college premises.	No Physical presence of students were allowed in the college premises.
Online classes to be taken as per routine both for honours and general in Arts Science and Commerce stream.	All the Departments took classes in online mode by Googleclassroom, Google Meet and providing other facilities to students.
Assesment and EndTerm Examination to be performed in Virtual Mode.	Examination was conducted smoothly in virtual mode.
Video recording of different events for documentation	All the online programmes of college were recorded and uploaded in College Youtube Channel
Webinars to conduct for awareness and sharing of Knowledge	Most of the Department conducted several National ,International webinars and workshops for sharing Knowledge
To provide 24*7 access to bibliographic database (Library Catalogue) of our library,	Koha Software (cloud version) was installed which gave complete support..
Upgradation of Science laboratories. Annex Building to be completed	Chemistry Laboratory was upgraded. Annex Building was completed Succesfully.

<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
---	------------

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	07/01/2022

<b>14. Whether institutional data submitted to AISHE</b>
--

Year	Date of Submission
NO	Nil
<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	16
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	1101
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	579
File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	128
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	19

File Description	Documents
Data Template	<a href="#">View File</a>
3.2	19
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	25
Total number of Classrooms and Seminar halls	
4.2	13.76507
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	60
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

While the designing of the curriculum is largely undertaken by the affiliating university, the college takes utmost care in ensuring effective and timely delivery of the curriculum. This has been done through a number of regulatory, customized mechanisms that are tailor-made and productive. While the act of curriculum delivery is inextricably associated with the preparation of academic calendar that is feasible, the departments have been entrusted with the task of ensuring the assignment of texts/topics to the concerned faculties beforehand. No wonder such cohesive planning and management facilitates in streamlining the process of curriculum delivery. In addition to this preliminary task, the institution places utmost emphasis in the fruitful integration between the academic and administrative bodies. While the issue of curriculum delivery is invariably taken up by the faculties in the departmental

meetings convened by the In-Charge/HoD, the gist and other important inputs of the meetings are shared in different platforms. The IQAC keeps in touch with the Departments on regular basis and establishes a meaningful and effective liaison with the departments through open engaging ways. The important points are further discussed in various meetings of the Faculty Council and exchange of ideas and probable means of remedying any lapses are discussed and chalked out. It may be mentioned here that the outbreak of Covid-19 forced the institution to adopt flexible mode of conducting classes in online mode and the faculties submit their report of online classes on monthly basis to the IQAC. In addition to that each department formulates mentor-mentee mechanism, and this has become fruitful in getting feedback, inter alia, on the curriculum delivery. The institution endeavours to ensure the proper planning of the curriculum delivery, and encourages the faculties to fill in the gaps by playing proactive roles by way of taking up additional classes, whenever feasible as well as supplementing the conventional mode of teaching learning practices with innovative technological interventions like the use of email, youtube video or blog exclusively devoted to teaching texts at the UG level. The institution has been placing utmost importance in procuring feedback from students on various aspects of academic life and their feedback is seriously taken into account for possible steps considered worthy for implementation.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://pcmm.edu.in/page.php?pid=37a749d808e46495a8d1e5352d03cae">pcmm.edu.in/page.php?pid=37a749d808e46495a8d1e5352d03cae</a>

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

Due to Pandemic Season as college was closed for physical presence all the classes and examination were held according to the guidance of UGC so the Academic Calendar provided by UGC was strictly followed in the session 2020-2021.



File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://pcmm-web-bon-20.s3.amazonaws.com/CLG_6b6919c4_20_21_UGC_Guidlines_for_Academic_Calendar_2020_21.pdf">https://pcmm-web-bon-20.s3.amazonaws.com/CLG_6b6919c4_20_21_UGC_Guidlines_for_Academic_Calendar_2020_21.pdf</a>

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

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

## 1.2 - Academic Flexibility

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

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

3

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>



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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

00

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

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

All the programmes offered by West Bengal state University in the institution have at least one course that integrates issues relevant to Professional Ethics or Gender or Human values or Environment and Sustainability. They mostly from the Generic Elective courses under Choice Based Credit System, For example, Corporate Governance, Ethics and Social Responsibility of Business (Commerce), Environmental Chemistry (Chemistry), Development of Women in History (History), Ecology and Environmental Management(Geography), Indian Socio-economic Development and Statue of Women (Home Science), Value Based Education, Indian Ethics (Philosophy), Gender and Development

(Sociology), etc. The courses related to gender issues aimed at promoting gender equality and focus on women empowerment. The courses related to environment covers topic like Global Warming, Environmental Policy, Environmental Protection, Disaster Management, Solid Waste Management and So on. The Institution itself is involved in making the campus green by continuous plantation, waste management, using solar energy and so on. Institution also conducted different programmes in virtual mode in gender sensitization, environment sustainability etc.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

1

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

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

25

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders**  
**Students**  
**Teachers**  
**Employers**  
**Alumni**

**D. Any 1 of the above**

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

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

**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://pcmm-web-bon-20.s3.amazonaws.com/CLG_7257cd53_Studentsfeedback.pdf">https://pcmm-web-bon-20.s3.amazonaws.com/CLG_7257cd53_Studentsfeedback.pdf</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

**1206**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

52

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

Amid the extant Covid-19 Pandemic and dissolving of offline classes, the paring of advanced learners with the slow learners abruptly came to an end. With the blended mode of learning, an especially with focus on online classes the partition between advanced and slow learners has increased, thereby forcing the teachers to deal with the same separately.

The teachers have adapted themselves to address the aforesaid issue in the blended, and specifically the online mode of the teaching-learning process. The institution assesses the slow learners through remedial classes, extra classes and repetition of topics explain in the class. The slow learners are also advice to communicate personally with the teachers over phone call if they have residual doubts remaining.

Needless to say, the institution conducts subject orientation sessions accompanied by psychological counselling for both slow and advanced learners. The advanced learners are equally attended to by the teachers, and are counselled in the following manner : they (advanced learners) are encouraged to prepare projects on topics they are interested in, to participate in seminars, debates, quiz, science fair, etc. The teachers too provide advanced reference books

as well as other suitable academic resources to address the needs of advanced learners.

File Description	Documents
Link for additional Information	<a href="https://youtu.be/RcOW7qGX_eU">https://youtu.be/RcOW7qGX_eU</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
Nil	Nil

File Description	Documents
Any additional information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Courses of the curriculum are taught on the basis of CBCS syllabus as provided by the West Bengal State University. Teachers make classes as interactive as possible and encourage innovative thought and novel interpretations. Explanation of topic through board work and class lectures, sharing of study materials, suggested reading reference books and text books, assign regular practice exercise on lessons taught, follow up, problem solving. Student's seminar and presentations are also encouraged- students are assigned tasks on various topics related to the topic included under curriculum for exploring further knowledge. Presentation and publishing of papers or articles in college magazine, e-magazine, wall magazines and journals is also encouraged. Regular home assignments, class assignments and tutorials are also assigned. Previous year questions are solved. Demonstration on practical experiments and hands-on training of the practical. Industrial Visits, Field Work and Projects are taken up by the Departments to provide experiential and participative learning. Special and remedial classes are conducted for weaker students. Internal assessments are planned to evaluate student's performances. Students are also motivated to participate in inter college competitions.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	<a href="https://www.youtube.com/channel/UCctScWj0p6iMDNlHzXiANkw">https://www.youtube.com/channel/UCctScWj0p6iMDNlHzXiANkw</a>

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

Projectors, laptops and desktops are available in various departments, staff rooms, library and as well as in the ICT/ virtual classroom. Printers, scanners, photocopiers are installed in various departments. Smart board is available in the virtual classroom. Teachers conduct Online classes and organize special lectures from resource persons via online platform like Zoom, Google Meet. Faculties use Google Classroom for sharing study materials and assignments. Faculties use PowerPoint presentations during teaching by use of LCD and projectors Video recording and audio clips of lectures are made available for students. YouTube videos of teachings and e-contents are shared as well. Digital library resources are accessed for teaching-learning.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://www.youtube.com/channel/UCctScWj0p6iMDNlHzXiANkw">https://www.youtube.com/channel/UCctScWj0p6iMDNlHzXiANkw</a>

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

2.3.3.1 - Number of mentors

19

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

## 2.4 - Teacher Profile and Quality

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

19

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

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

#### 2.4.3.1 - Total experience of full-time teachers

145



File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

The mechanism with regard to conducting online internal assessment has been transparent as well as robust in this extant pandemic. Given the present difficult circumstances and the suspension of offline/physical classes from March 2020 to 15 November 2021, left our institute with no choice but assess the students in the online mode (both Theory and Practical papers). The internal assessment has been conducted with as much transparency as possible, and the online mode remains robust and effective in the evaluation of education, examination as well as the students themselves. The online mode has been chosen by the UGC itself, and has equally been transparent in conducting both the internal assessments as well as the end semester university examinations.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://pcmm.edu.in/notice.php?cate=c4ca4238a0b923820dcc509a6f75849b&amp;nid=2b24d495052a8ce663">https://pcmm.edu.in/notice.php?cate=c4ca4238a0b923820dcc509a6f75849b&amp;nid=2b24d495052a8ce663</a>

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

There have been hardly any recorded grievances in relation to internal examinations; neither with holding, and nor with taking them. The internal examinations have been taken by the students of Prasanta Chandra MahalanobisMahavidyalaya smoothly in the online mode because of the presently raging COVID - 19 pandemic and the majority of students with the exception of some (due to health issues or otherwise) have opted for the same. Moreover, the students from all the departments have submitted their answer scripts through email

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

## 2.6 - Student Performance and Learning Outcomes

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

The Disciplinary Programmes (B.A, B.Com, B.Sc) and their course outcomes is conceived by both students and teachers alike. The course outcomes, for the aforesaid disciplines incorporate the following:

- The Humanities and Social Science under B.A. incorporate School Teaching, Civil Services, Research/College/University teaching (Academics), employment in Human Rights sectors, Planning Commission, Banks.
- This Programme aids learners pursue Journalism/Mass Communication, Public Relations, Content Writing, and Digital/Social Media Marketing.
- Lastly, learners achieve complete comprehension of the theories and practice of language usage, human development, demonstrate critical thinking, gain holistic knowledge on information literacy/social work, communicate with diverse audiences over myriad spectrums.

The B.Com programme outcome includes the following:

- B.Com graduates can pursue careers in Banking, work as Financial Analysts, graduate with MBA to join Management sectors, Civil Services, Academics and gain primary knowledge to start their own business/start ups.
- The B.Com course also prepares learners for jobs in Income Tax, stock market, Company Secretary, Chartered/Cost Accountancy and Audit Firms.

The B.Sc programme outcome incorporates the following:

- Successfully completing B.Sc courses can provide employment in Schools, Academia, the Civil Services, Banking, Management, Combined Graduate Level Examinations, etc.
- Graduation in Geography provides opportunities in the Planning and Development Commission, Cartography, GIS Specialists,

scientists in H.R.D institutes, Demography, etc.

- Food & Nutrition allows students get employed as Dietician, Clinical/Sports Nutritionist, NGOs, Field/Community Worker (ICMR, NIN, FAO, NSSO), Food Preservation/Confectionary/Bakery business start ups and Hospital Management.
- Computer Science and Mathematics inculcate the ability to use C++, MATLAB, Programming languages, analytical skills, Improvement of fundamental Mathematical and Computational concepts providing opportunities in sectors like: Software Engineering, Network Administration, Data Scientist/Manager/Administrator, Web Developer, Statistician, ITs and as AI personnel.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://pcmm.edu.in/page.php?pid=1c9ac0159c94d8d0cb_edc973445af2da">/pcmm.edu.in/page.php?pid=1c9ac0159c94d8d0cb_edc973445af2da</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The College has clearly stated the learning outcomes of students and Faculties. The Continuous Internal Assessment mainly reveals the learning outcomes and Academic performance of students. Students learning outcomes can also be obtained by the marks secured in the university examinations. The weaker students are given counselling to improve their learning and academic performance by the staff members. Remedial classes are regularly conducted for the slow learners. Discussions are made by the Principal, HODs and staff members regarding academic programmes, methods to be implemented in terms with vision and mission of the institution. Training is given to the faculty members to make them familiar with innovative methods like use of computers, technological resources like ICT, LCD, OHP, Projectors, Internet and virtual classes The marks secured by the students in the tests conducted by the institution and the results of the university examination are kept as record in the office. These marks and results are displayed in the notice board. The institution conducts Parents-Teachers meet which paves way for both the teachers and parents to discuss about the academic performances and development of students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="/pcmm.edu.in/page.php?pid=1c9ac0159c94d8d0cb-edc973445af2da">/pcmm.edu.in/page.php?pid=1c9ac0159c94d8d0cb-edc973445af2da</a>

### 2.6.3 - Pass percentage of Students during the year

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

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

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

<https://pcmm.edu.in/page.php?pid=e56954b4f6347e897f954495eab16a88>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

NIL

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

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

27

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

## 3.2 - Research Publications and Awards

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

the year

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

9

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

6

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

Prasanta Chandra Mahalanobis Mahavidyalaya promotes extension activities in the neighbourhood community for sensitizing students to social issues and their holistic development. The institution provide the students with an opportunity to extend their classroom knowledge into practical experience. Through its diverse community oriented programmes and activities focused at holistic development of students with community, the NSS, , Psychological Counselling cell, Department of Sociology, Department of Foodand Nutrition, Department of Human Development, Department of Geography of the Mahavidyalaya aim at developing a sense among students about attachment to the community, utilizing their knowledge in finding solutions to community problems, acquiring leadership qualities and democratic attitudes, developing capabilities and skills to meet emergencies and natural disasters and participating in community services by actively involving in various campaigns and programmes.



During the last academic year, various community related extension activities were organized such as Awareness Program on Cancer organized by NSS, Disaster Management & it's Practice"organized by Department of Geography, Decoding The Shadow Pandemic: A Virtual Seminar on Understanding The Complex Issue of Gender Violence Amidst Lockdown", Emerged Problem in Late adolescent and played the roles of community helpers at different places of the city. The Councelling Cell provided helpline number in the College website and provided counselling for the students during the pandemic.

File Description	Documents
Paste link for additional information	<a href="https://www.youtube.com/channel/UCctScWj0p6iMDNlHzXiANKw/videos">https://www.youtube.com/channel/UCctScWj0p6iMDNlHzXiANKw/videos</a>
Upload any additional information	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

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

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

2



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

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

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

90

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

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

NIL

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

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

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

2

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

PCMM College have adequate availability of infrastructure like classroom with LCD facilities, Wi-Fi/LAN connectivity and smart classroom with ICT facilities. Seminars, special classes for skill-upgradation are held at seminar hall at regular interval with ICT facilities and optimal utilization of physical infrastructure. At the beginning of each academic year the institutional Head and Head of each department through proper discussion made proper assessment on replacement/upgradation/addition of the existing infrastructure which is then carried out based on the suggestions from the higher authority.

The college provides huge collection of books in its library and also provides provision of having remote access to get e-books, e-journals etc. from n-list and other listed server. The college also has its own peer-reviewed multi-disciplinary bilingual journal 'Spectrum' published in each academic year. Laboratories for the students to do practical and demonstrations which enhance the learning process of the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://pcmm.edu.in/">https://pcmm.edu.in/</a>

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

PCMM college has a wide campus area of 1 acre where various facilities are provided to the students within the campus area. Various sports competition such as inter-departmental, inter-college etc. are held at the college playground which help in developing team spirit within the students. Numbers of tournaments & competitions like quiz competition, poster competition, painting competition etc. are held at the college. Special prizes are given to the winners of the competition to encourage them to actively take part on those competition. The college have hired a qualified yoga instructor and special classes are assigned to the students as per the routine to develop the physical strength and fitness of the students.

The college also has a cultural committee which celebrates cultural programs like Rabindra Jayanti, Independence Day etc. where students and teachers actively takes part under the guidance of the committee. The students also participate in various NSS program for overall prosperity of them. Due to Pandemic situation all the classes and programmes were held in virtual mode. Yoga classes also conducted in virtual mode.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://pcmm.edu.in/">https://pcmm.edu.in/</a>

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

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://pcmm-web-bon-20.s3.amazonaws.com/CLG_063549ee_PCMM_Prospectus_2021-22.pdf">https://pcmm-web-bon-20.s3.amazonaws.com/CLG_063549ee_PCMM_Prospectus_2021-22.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

The library is fully automated using the open source Integrated Library Management System (ILMS) Koha (version 19.05.07). All the book records are computerized. The library use barcode based technology for faster issue-return facility. Cataloguing and circulation is automated. The software runs in college server and user can access OPAC through LAN. Our future plan is to provide the bibliographic data through cloud computing.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://pcmm.edu.in/page.php?pid=d1c38a09acc34845c6be3a127a5aacaf">https://pcmm.edu.in/page.php?pid=d1c38a09acc34845c6be3a127a5aacaf</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** **D. Any 1 of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Audited statements of accounts	<b>No File Uploaded</b>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

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

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

Almost all departments maintain their computers in the respective departments. Soft ware packages and antivirus are installed in the computer by respective departments as per their requirement. All installed software packages are maintained on a regular basis for up gradation to newer version from time to time to cater the emerging needs of faculty and students. All the computers of the respective departments bear thoroughly monitored on regular basis for any kind of needful repairing and associated service. Central Library and administration are networked and connected through LAN. Admission, student database and feedback system are managed online .WhatsApp groups have been created for official intimation of Notices and other Information (both teachers and students' groups).

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

60

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The college authority always emphasizes the proper and optimal utilization of all the available infrastructures for better teaching-learning facility. The proper utilization of the infrastructures provided to the departments are monitored by the respective heads of the departments. The classrooms are optimally used by different departments for taking under graduate classes according to the scheduled routine throughout the academic session. Teachers use modern available infrastructures such as LCD projectors, computers for taking classes.

Laboratories of different departments are properly used for practical classes of under-graduate students.

All class rooms, bath rooms and college premises and the infrastructural materials are maintained by the non teaching staff of the college.



The electricians maintain and upkeep all the electrical instruments and generators and do all other electrical works. The college has installed two generators with 82 KV and 6 KV to maintain the power supply all the time, Voltage fluctuations are avoided by uninterrupted power supply. The voltage and power supply is regularly checked by the appointed electricians.

The aqua guards are in the premises to supply purified drinking water. Sweepers regularly clean the premises and wash all bathrooms daily. Library is maintained by Librarian and Attendants. Sports ground, Gymnasium and Play Ground are maintained by Attendants.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://pcmm.edu.in/page.php?pid=d1c38a09acc34845c6be3a127a5aacaf">https://pcmm.edu.in/page.php?pid=d1c38a09acc34845c6be3a127a5aacaf</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

138

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

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

##### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the

**institution / non- government agencies during the year**

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

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

D. 1 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

00

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

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

00

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

2

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

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

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

00

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

### 5.3 - Student Participation and Activities

#### 5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

##### 5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

00

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

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

Student Council of the college is a chosen body which constantly works with the college authority and faculty members to ensure overall development of the college. The college's Students' council maintain a disciplined atmosphere in the college. Student Council organizes different cultural programmes to observe important days such as "Netaji Subhas Chandra Bose's birthday", "Bhasa divas", "Republic Day", "Independence Day", "Rabindra Jayanti", "Nazrul Jayanti", "International Women's day" etc. in the college campus. " Sharad Utsav" and "Basanta Utsav" are also celebrated in the college by Students' council to nurture the sense of respect for our Indian culture and tradition. But in this session as College was closed for physical attendance most of the programmes were conducted in virtual mode. Participation of students in the students' council helps in the development of their organizational skills. Every year, students' council organizes annual college fests in the college campus. It also organises inter college and interdepartmental sports and cultural programme and competition which are followed by proper judgement by invited eminent persons of the locality. There are student representatives to put forward his/her suggestions and different issues regarding the academic and administrative affairs of the college to the Head of the institution and to the IQAC. Problems faced by students are sometimes conveyed to the college authority through the students' council. During this Pandemic situation Student council has provided a continuous support to the students for doing the online classes.

File Description	Documents
Paste link for additional information	<a href="https://www.youtube.com/channel/UCCTScWj0p6iMDNlHzXiANkw/videos">https://www.youtube.com/channel/UCCTScWj0p6iMDNlHzXiANkw/videos</a>
Upload any additional information	<a href="#">View File</a>

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

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

00

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

## 5.4 - Alumni Engagement

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

Prasanta Chandra Mahalanobis Mahavidyalaya has no registered Alumni association .Each Department keep contact with the pass out students and perform some programmes in their Department with the present students. In this way the senior nurtures the junior which helps to form a strong bond between themselves. Due to pandemic situation in the session 2020-21 no such programmes were conducted as Institution was closed for physical presence.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

Academic excellence in teaching, innovation and creativity, respect for cultural diversity, individual dignity and worth, responsible stewardship and conservation of resources, and leadership and involvement in the economics, social, and professional growth of the region and the nation are all part of the Institution's vision and mission. A bustling hub of cultural, sporting, and extra-curricular activities where students, faculty, and staff from many backgrounds collaborate; a nucleus for establishing a knowledge-based society with social cohesiveness. A thriving centre of community transformation and economic progress through the cultivation of seeds of open-minded inquiry, particularly with regard to key social and global challenges. A technologically advanced campus with cutting-edge teaching, management technologies for pushing the boundaries of thinking and experience. Our future is determined by what we choose to become and the will to create it, not by what happens to us.

File Description	Documents
Paste link for additional information	<a href="https://pcmm.edu.in/page.php?pid=42a0e188f5033bc65bf8d78622277c4e">https://pcmm.edu.in/page.php?pid=42a0e188f5033bc65bf8d78622277c4e</a>
Upload any additional information	No File Uploaded

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

The Governing Body as the apex body in its meeting resolves different proposals, programmes and activities. Proposals are initiated in various subcommittees such as IQAC, Finance Subcommittee, Academic Subcommittee, Admission Subcommittee, Purchase Subcommittee, Building Subcommittee, Library Subcommittee, etc. as per the requirements of the different stakeholders. The Principal as executive head ensures implementation of the activities with the assistance of the sub-committees. The Academic wing contains 28 departments and works under the supervision of Departmental Head, as per the guidelines in a decentralized mode.

The administrative wing works through the office headed by the Head Clerk. In case of purchase procedure the college functions through Tender and Purchase Sub Committee with the funds approved by the Finance Committee followed by the Governing Body approval depending on the requirement of the department and availability of finance.

The college provides operational autonomy in all areas of academic



performance, decision making and implementation of plans and policies in curricular programmes. The participative management consists of President, Principal(Secretary), IQAC Co-ordinator, Information officer, Bursar, teacher-members and non teaching representatives of the college Governing Body and representative of the students' council.

File Description	Documents
Paste link for additional information	<a href="https://pcmm.edu.in/page.php?pid=a5e00132373a7031000fd987a3c9f87b">https://pcmm.edu.in/page.php?pid=a5e00132373a7031000fd987a3c9f87b</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Our plans and policies are in tune with our commitment to our vision and mission. Moreover, there is a guideline of the Govt. of West Bengal and of the UGC regarding the procedure to monitor and evaluate policy and plans. Access to higher education not compromising with quality ensures that the economic, social and market needs are met in the areas of intellectual development and human resource provision. The progress of learning is systematically monitored in the existing evaluation system and this ensures the efficiency of performance of the institution.. The institution has a formally stated quality policy which is reflected in the vision and mission of the college. The college continuously strives hard for assuring quality in all activities and encourages the improvement and upgradation of students through quality education. It is driven by the motto to provide financial support to the needy students through students-aid fund , creating more infrastructural facilities by setting up well equipped laboratories, providing modernized library facilities with internet connection, introducing innovative teaching and learning with ICT tools, workshops / training programmes for soft skill and personality development of students, continuous and comprehensive departmental evaluation.

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

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

Appointment and service rules of the institution is guided by Government of West Bengal. Rules and Regulations are formed for efficient management of administrative work and proper functioning of the Institution. Vacant sanctioned post status was sent by Institution to Government and in the year 2020 was filled by permanent teachers. The college's Governing Body consists of thirteen members including the Principal of the college as Secretary of the Governing Body. Two members nominated by the State Government, two members from the affiliating University, Local Municipal Chairman/Chairperson as Ex-officio member, three internal elected teacher members, two internal elected Non-teaching members and the General Secretary of the Students Union. One from the external members is elected President of the Governing Body who as per statute of the University performs the role of the administrative head. The administrative body (Governing Body) takes decision and plans for all academic and administrative activities with the coordination of the Principal, IQAC Co-ordinator, HODs, non teaching staff and students' representative.

File Description	Documents
Paste link for additional information	<a href="https://pcmm.edu.in/">https://pcmm.edu.in/</a>
Link to Organogram of the Institution webpage	<a href="https://pcmm.edu.in/page.php?pid=2b24d495052a8ce66358eb576b8912c8">https://pcmm.edu.in/page.php?pid=2b24d495052a8ce66358eb576b8912c8</a>
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

**B. Any 3 of the above**

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

### 6.3 - Faculty Empowerment Strategies

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

The institution runs a registered staff welfare co-operative credit society. Almost all the members of the full time staff (both teaching and non-teaching) are the members of the society and most of them avail themselves of the benefit (low interest loan) to meet their immediate requirements. An advance subsistence pay is provided from the college fund to the newly appointed staff in the substantive post till their pay fixation memo is sanctioned from the office of the Directorate of Public Instruction, Govt. of West Bengal. All the Employees in substantive post are covered under General Provident Fund Scheme as per Government rules. Employees' Provident Fund (EPF) facility is provided to all casual staff. They are enlisted with the EPFO scheme of the Government of India and monthly contribution (both employee and employer's share) is directly deposit on on-line system to their respective EPF Account kept with Government of India. All leave facilities are provided to the staff as per the University Statute and Government rules and regulations and timely recorded in their Service Book. All monthly payments of casual staff are directly credited to their bank account to ensure transparency. No master-roll system of payment is encouraged.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

00

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

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

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

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

The institution follows the Performance Appraisal system framed by the UGC for promotional benefit of Teaching staff. For non-teaching staff concerned Government rules are followed. The performance in teaching and learning process of teaching staff is evaluated in this process. The effectiveness and efficiency in the performance of appraisal system has been brought out in the quality output of academic programmes of the institution. As a part of informal academic audit, feedbacks are obtained from the students regarding teaching learning and academic administration. Such feedbacks are analyzed in the IQAC to identify the loopholes. Adequate measures are taken to improve the quality of teaching learning process and academic administration. The pre-requisites of promotion for teachers require fulfillment of some criterion which are performance based. Participation in orientation and refresher course /training programmers.Completion of Ph.D. / M.Phil. degrees, carrying out research projects, paper presentation in different level seminars, publications of articles in listed journals and books and participation in National and International seminars and conferences are considered as performance enhancement.

File Description	Documents
Paste link for additional information	<a href="https://pcmm.edu.in/page.php?pid=6c4b761a28b734fe93831e3fb400ce87">https://pcmm.edu.in/page.php?pid=6c4b761a28b734fe93831e3fb400ce87</a>
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

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

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

The institution appoints auditors from the panel of auditors as specified by the office of the Directorate of Public Instruction (DPI), Government of West Bengal as external Auditor to audit the accounts of the college every year. The external Auditor verifies income and expenditures of various aspects. Receipts and payment vouchers of daily transaction are checked by external auditor after scrutinizing and preparing the income and expenditure statement. External Auditor submits the audited statement to the management (GB) and copies are sent to the office of the Directorate of Public Instruction (DPI), Govt. of West Bengal, Department of Higher Education. For different UGC grants/M.P& MLA LAD Grants, accounts are audited by a registered Chartered Accountant and report along with utilization certificates are submitted to the respective authorities. Such audited reports are also placed in the meeting of the Governing Body and decisions are taken based on the recommendations there on. The internal audit is occasionally carried out if the Governing Body takes necessary decisions. Internal Academic Audit Committee supervises the academic administration.

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

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

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

00

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



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

All funds available are properly maintained. Separate bank accounts are opened for major grants. Expenses are duly made as per the approval of the finance committee. A computerized system of maintaining financial data has helped to make the process a transparent one. Proper quotations /tenders are invited through college website keeping in view the right to information for every stake holder. Accounts are audited along with part audit for specific grants, utilization certificates are timely deposited to the funding agencies as per the guidelines. The major resources and institutional funding for the past years are obtained from students' tuition fees and various grants under the UGC schemes. The main problem is non receipt of any recurring grant except salary grant. Moreover 50% of the tuition fee collected has to be refunded to the state Government.

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

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Internal Quality Assurance Cell monitors the teaching, research and various departmental activities of each department. During the Pandemic situation the cell has provided continuous support in online teaching, organizing webinars, workshops for sharing knowledges, and cultural programmes in virtual mode to exhibit and nurture the talent of the students. By using the IQAC primarily in its monitoring and advisory capacity the college strives to ensure that it plays a role in the decision making process including the career advancement of teachers. This also ensures that the quality assurance process becomes integrated with the general functions and operations of the institution. Feedback regarding teaching, infrastructural facilities and other amenities of the College are collected from the students by this Cell. This Cell consults with each department time to time to verify the yearly progress of the department with regard to record documentation, academic and research activities. The cell acts as a mentor to the departments and provides necessary support for the development in teaching-learning process. It also helps in smooth running of the



organization by suggesting administrative reforms required for smooth and easy functioning of the college. The Cell is responsible for regular submission of Annual Quality Assurance Report (AQAR) to NAAC.

File Description	Documents
Paste link for additional information	<a href="https://pcmm.edu.in/page.php?pid=140f6969d5213fd0ece03148e62e461e">https://pcmm.edu.in/page.php?pid=140f6969d5213fd0ece03148e62e461e</a>
Upload any additional information	<a href="#">View File</a>

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

Since its foundation, the IQAC has played a critical role in the institution's development and progress. The IQAC has advocated for the proper use of college fund to increase the number of classrooms and the purchase of technology-driven aids to enhance the teaching-learning process over the years. To improve the teaching-learning process, certain classrooms have been changed into smart rooms with audio-visual capabilities. The committee also inquired about faculty or staff members participating in faculty development programmes such as refresher courses, the UGC-Faculty Improvement Program, HRD programmes, Orientation programmes, and workshops and seminars. The Committee also made a recommendation for holding national webinar and workshops workshop to help improve the academic atmosphere and give young researchers a boost. Non-teaching staff members involved in administrative tasks such as accounts preparation, admission procedures, and so on were provided online training for empowerment, such as Kanyasree camp, and so on. The IQAC adheres to academic evaluation criteria established by regulatory bodies such as the University Grants Commission and the Government of West Bengal, as well as NAAC guidelines.

File Description	Documents
Paste link for additional information	<a href="https://pcmm.edu.in/index.php">https://pcmm.edu.in/index.php</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of**

**D. Any 1 of the above**

**Internal Quality Assurance Cell (IQAC);  
Feedback collected, analyzed and used for  
improvements Collaborative quality initiatives  
with other institution(s) Participation in NIRF  
any other quality audit recognized by state,  
national or international agencies (ISO  
Certification, NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://pcmm.edu.in/page.php?pid=f340f1b1f65b6df5b5e3f94d95b11daf">https://pcmm.edu.in/page.php?pid=f340f1b1f65b6df5b5e3f94d95b11daf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

To promote gender equity and gender sensitization, a series of workshops and webinars were held by the Women's Cell and the Internal Complaints Committee in collaboration with the Internal Quality Assurance Cell of the college. To ensure that this vital issue of gender equity is promoted, programs were conducted in collaboration with professional Gender Resource organizations. The Department of English also hosted a series of webinars to promote awareness about gender. The Department of Sociology teaches the Sociology of Gender to Semester III Honours students.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://www.youtube.com/watch?v=3q5jlyKwU_Q&amp;t=13s">https://www.youtube.com/watch?v=3q5jlyKwU_Q&amp;t=13s</a>

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

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The Hazardous waste from Chemistry and Food & Nutrition laboratories is disposed. Waste chemicals are expelled. Liquid waste is channelized through the drain constructed by the municipality. The waste is left for decomposition and then it is used as compost for trees and plants on the campus. Plastic awareness programmes are conducted. Dustbins are provided on all floors for maintaining cleanliness effectively. Computer science department disposes the unused computers and related accessories periodically. The electronic junks are dumped in store rooms of the departments. We try to follow waste minimization processes by sustainable product design adopting the techniques of inventory management, production-process modification, volume reduction and recovery and reuse of ewastes in some cases like our computers, batteries, instruments, etc. UPS batteries are recharged and repaired. Unused UPS are exchanged by the suppliers. Water purifiers are installed on the college campus and covered under Annual Maintenance Contract.

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

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus** **E. None of the above**

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

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:** **A. Any 4 or All of the above**

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

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

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit** **E. None of the above**

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

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

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

**D. Any 1 of the above**

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

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

**Prasanta Chandra Mahalanobis Mahavidyalaya has always played a pivotal role in sensitizing students about the cultural, regional,**

linguistic, communal and socio-economic diversities present in society. In the many online cultural programs celebrating Saraswati Puja and Vivekananda Jayanti students were encouraged to showcase myriad regional forms of dance, song and poetry. The webinars organised to commemorate Independence Day organised by the Department of History and Republic Day organised by the Department of Political Science laid special emphasis on imparting values of tolerance and harmony among students. A webinar on Religion and Spirituality organised by the Department of Philosophy was another initiative taken by the college to provide a forum to discuss the importance of inclusivity, tolerance and unity in diversity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Prasanta Chandra Mahalanobis Mahavidyalaya has always strived to sensitise the students and the employees about constitutional obligations, values, duties and citizenship responsibilities. The institution realised the increased importance of upholding these values especially as the world was in a state of upheaval owing to the pandemic. All stakeholders were reminded of their fundamental duties and obligations towards their country through informative webinars hosted on Independence Day and Republic Day. The glory of the Indian Freedom movement was reiterated through Vivekananda Jayanti celebrations. A motivational special lecture on International Women's Day also aimed to make all stakeholders aware of the rights, duties and responsibilities pertaining to gender equality. A webinar on Corona Consequences: Self and Society organised jointly by the Departments of Geography and Sociology also helped raise awareness about obligations and duties as responsible citizens to help combat the pandemic. Stakeholders were also reminded about their obligations towards environmental preservation and protection through the Eco Club's celebration of Earth Day. A series of webinars on Disaster Management also helped to sensitize all stakeholders about their responsibility towards creating a sustainable environment for future generations. A virtual workshop



on Community Health Assessment was another initiative to make all stakeholders aware about their responsibility towards their communities, especially when it is plagued by a pandemic.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff** D. Any 1 of the above

**4. Annual awareness programmes on Code of Conduct are organized**

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

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

Various national and international commemorative days, events and festivals are celebrated in the college with zeal and enthusiasm. International Women's Day was celebrated through an online special motivational lecture. Earth Day was celebrated by members of the Eco Club in collaboration with the Internal Quality Assurance Cell of the college. World Environment Day was celebrated online by the students of the Geography Department.



File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

**Title of the Practice: "No Smoking Zone" (since 2008)**

**Objective of the Practice:**

a) **Goal/Aim:** To create a tobacco-free college campus. Use of chewing tobacco, Cigarettes or any other harmful and addictive substance is strictly banned within the college premise.

**Best practice II**

**Title of Practice: "ICT based Teaching Learning and Evaluation Process"**

**Objective of the Practice:**

a) **Goal/ Aim:** To help students to become competent and confident users who can use the basic knowledge and skills acquired to assist them in their daily lives. It is also supposed to prepare to students for the world of tomorrow.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.3 - Institutional Distinctiveness

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

**One of the distinctive areas of our college is 'Empowering First-**

Generation Learners' and also to provide opportunities to the students from the socially and economically marginalized and underprivileged sections to carry out their studies. And to fulfil this vision the Institution gives priority to this. The Teachers of this college play a major role in supporting, engaging and empowering these students. Students' Council, pass out students and teachers encourage the pupils to enter the new world of college. The college offers concession and scholarship for the economically poor students to pursue their higher education in college. College guides them to choose their subjects on the basis of their merits through proper counselling prior to admission. The concerned department arranges for extra classes for them on a daily basis. The teachers try to identify their problem zones and address them properly. They are assessed through a monthly test. On the basis of their results and outcomes the concerned department conducts the parent-teacher meeting to solve their problems. This approach reduces stigma and helps students get through their undergraduate program more efficiently and effectively. More emphasis is given on their career through career counselling. Proper guidance is given to the pass out students to prepare them for a job. Teachers always support them as far as possible with love and smile.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

While the designing of the curriculum is largely undertaken by the affiliating university, the college takes utmost care in ensuring effective and timely delivery of the curriculum. This has been done through a number of regulatory, customized mechanisms that are tailor-made and productive. While the act of curriculum delivery is inextricably associated with the preparation of academic calendar that is feasible, the departments have been entrusted with the task of ensuring the assignment of texts/topics to the concerned faculties beforehand. No wonder such cohesive planning and management facilitates in streamlining the process of curriculum delivery. In addition to this preliminary task, the institution places utmost emphasis in the fruitful integration between the academic and administrative bodies. While the issue of curriculum delivery is invariably taken up by the faculties in the departmental meetings convened by the In-Charge/HoD, the gist and other important inputs of the meetings are shared in different platforms. The IQAC keeps in touch with the Departments on regular basis and establishes a meaningful and effective liaison with the departments through open engaging ways. The important points are further discussed in various meetings of the Faculty Council and exchange of ideas and probable means of remedying any lapses are discussed and chalked out. It may be mentioned here that the outbreak of Covid-19 forced the institution to adopt flexible mode of conducting classes in online mode and the faculties submit their report of online classes on monthly basis to the IQAC. In addition to that each department formulates mentor-mentee mechanism, and this has become fruitful in getting feedback, inter alia, on the curriculum delivery. The institution endeavours to ensure the proper planning of the curriculum delivery, and encourages the faculties to fill in the gaps by playing proactive roles by way of taking up additional classes, whenever feasible as well as supplementing the conventional mode of teaching learning practices with innovative technological interventions like the use of email, youtube video or blog exclusively devoted to teaching texts at the UG level. The institution has been placing utmost importance in procuring feedback from students on various aspects of academic life and their feedback is seriously taken

into account for possible steps considered worthy for implementation.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://pcmm.edu.in/page.php?pid=37a749d808e46495a8dale5352d03cae">pcmm.edu.in/page.php?pid=37a749d808e46495a8dale5352d03cae</a>

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

Due to Pandemic Season as college was closed for physical presence all the classes and examination were held according to the guidance of UGC so the Academic Calendar provided by UGC was strictly followed in the session 2020-2021.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://pcmm-web-bon-20.s3.amazonaws.com/CLG_6b6919c4_20_21_UGC_Guidlines_for_Academic_Calendar_2020_21.pdf">https://pcmm-web-bon-20.s3.amazonaws.com/CLG_6b6919c4_20_21_UGC_Guidlines_for_Academic_Calendar_2020_21.pdf</a>

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

C. Any 2 of the above

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

## 1.2 - Academic Flexibility

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

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

3

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

00

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

All the programmes offered by West Bengal state University in the institution have at least one course that integrates issues relevant to Professional Ethics or Gender or Human values or Environment and Sustainability. They mostly from the Generic Elective courses under Choice Based Credit System, For example, Corporate Governance, Ethics and Social Responsibility of Business (Commerce), Environmental Chemistry (Chemistry), Development of Women in History (History), Ecology and Environmental Management (Geography), Indian Socio-economic Development and Statue of Women (Home Science), Value Based Education, Indian Ethics (Philosophy), Gender and Development (Sociology), etc. The courses related to gender issues aimed at promoting gender equality and focus on women empowerment. The courses related to environment covers topic like Global Warming, Environmental Policy, Environmental Protection, Disaster Management, Solid Waste Management and So on. The Institution itself is involved in making the campus green by continuous plantation, waste management, using solar energy and so on. Institution also conducted different programmes in virtual mode in gender sensitization, environment sustainability etc.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

<b>1</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>
<b>1.3.3 - Number of students undertaking project work/field work/ internships</b>	
<b>25</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>
<b>1.4 - Feedback System</b>	
<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>D. Any 1 of the above</b>



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

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

**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://pcmm-web-bon-20.s3.amazonaws.com/CLG_7257cd53_Studentsfeedback.pdf">https://pcmm-web-bon-20.s3.amazonaws.com/CLG_7257cd53_Studentsfeedback.pdf</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of sanctioned seats during the year

1206

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

52

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

Amid the extant Covid-19 Pandemic and dissolving of offline classes, the paring of advanced learners with the slow learners abruptly came to an end. With the blended mode of learning, an especially with focus on online classes the partition between advanced and slow learners has increased, thereby forcing the teachers to deal with the same separately.

The teachers have adapted themselves to address the aforesaid issue in the blended, and specifically the online mode of the teaching-learning process. The institution assesses the slow learners through remedial classes, extra classes and repetition of topics explain in the class. The slow learners are also advice to communicate personally with the teachers over phone call if they have residual doubts remaining.

Needless to say, the institution conducts subject orientation sessions accompanied by psychological counselling for both slow and advanced learners. The advanced learners are equally attended to by the teachers, and are counselled in the following manner : they (advanced learners) are encouraged to prepare projects on topics they are interested in, to participate in seminars, debates, quiz, science fair, etc. The teachers too provide advanced reference books as well as other suitable academic resources to address the needs of advanced learners.

File Description	Documents
Link for additional Information	<a href="https://youtu.be/RcOW7gGX_eU">https://youtu.be/RcOW7gGX_eU</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
Nil	Nil

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Courses of the curriculum are taught on the basis of CBCS syllabus as provided by the West Bengal State University. Teachers make classes as interactive as possible and encourage innovative thought and novel interpretations. Explanation of topic through board work and class lectures, sharing of study materials, suggested reading reference books and text books, assign regular practice exercise on lessons taught, follow up, problem solving. Student's seminar and presentations are also encouraged- students are assigned tasks on various topics related to the topic included under curriculum for exploring further knowledge. Presentation and publishing of papers or articles in college magazine, e-magazine, wall magazines and journals is also encouraged. Regular home assignments, class assignments and tutorials are also assigned. Previous year questions are solved. Demonstration on practical experiments and hands-on training of the practical. Industrial Visits, Field Work and Projects are taken up by the Departments to provide experiential and participative learning. Special and remedial classes are conducted for weaker students. Internal assessments are planned to evaluate student's performances. Students are also motivated to participate in inter college competitions.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	<a href="https://www.youtube.com/channel/UCctScWj0p6iMDNlHzXiANkw">https://www.youtube.com/channel/UCctScWj0p6iMDNlHzXiANkw</a>

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

Projectors, laptops and desktops are available in various

departments, staff rooms, library and as well as in the ICT/virtual classroom. Printers, scanners, photocopiers are installed in various departments. Smart board is available in the virtual classroom. Teachers conduct Online classes and organize special lectures from resource persons via online platform like Zoom, Google Meet. Faculties use Google Classroom for sharing study materials and assignments. Faculties use PowerPoint presentations during teaching by use of LCD and projectors Video recording and audio clips of lectures are made available for students. YouTube videos of teachings and e-contents are shared as well. Digital library resources are accessed for teaching-learning.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://www.youtube.com/channel/UCctScWj0p6iMDNlHzXiANkw">https://www.youtube.com/channel/UCctScWj0p6iMDNlHzXiANkw</a>

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

#### 2.3.3.1 - Number of mentors

19

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

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

19

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

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

##### 2.4.3.1 - Total experience of full-time teachers

145

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

#### 2.5 - Evaluation Process and Reforms

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

The mechanism with regard to conducting online internal assessment has been transparent as well as robust in this extant pandemic. Given the present difficult circumstances and the suspension of offline/physical classes from March 2020 to 15 November 2021, left our institute with no choice but assess the students in the online mode (both Theory and Practical papers). The internal assessment has been conducted with as much transparency as possible, and the online mode remains robust and effective in the evaluation of education, examination as well as the students themselves. The online mode has been chosen by the UGC itself, and has equally been transparent in conducting both the internal assessments as well as the end semester university examinations.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://pcmm.edu.in/notice.php?cate=c4ca4238a0b923820dcc509a6f75849b&amp;nid=2b24d495052a8ce663">https://pcmm.edu.in/notice.php?cate=c4ca4238a0b923820dcc509a6f75849b&amp;nid=2b24d495052a8ce663</a>

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

There have been hardly any recorded grievances in relation to internal examinations; neither with holding, and nor with taking them. The internal examinations have been taken by the students of Prasanta Chandra MahalanobisMahavidyalaya smoothly in the online mode because of the presently raging COVID - 19 pandemic and the majority of students with the exception of some (due to health issues or otherwise) have opted for the same. Moreover, the students from all the departments have submitted their answer scripts through email

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

## 2.6 - Student Performance and Learning Outcomes

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



The Disciplinary Programmes (B.A, B.Com, B.Sc) and their course outcomes is conceived by both students and teachers alike. The course outcomes, for the aforesaid disciplines incorporate the following:

- The Humanities and Social Science under B.A. incorporate School Teaching, Civil Services, Research/College/University teaching (Academics), employment in Human Rights sectors, Planning Commission, Banks.
- This Programme aids learners pursue Journalism/Mass Communication, Public Relations, Content Writing, and Digital/Social Media Marketing.
- Lastly, learners achieve complete comprehension of the theories and practice of language usage, human development, demonstrate critical thinking, gain holistic knowledge on information literacy/social work, communicate with diverse audiences over myriad spectrums.

The B.Com programme outcome includes the following:

- B.Com graduates can pursue careers in Banking, work as Financial Analysts, graduate with MBA to join Management sectors, Civil Services, Academics and gain primary knowledge to start their own business/start ups.
- The B.Com course also prepares learners for jobs in Income Tax, stock market, Company Secretary, Chartered/Cost Accountancy and Audit Firms.

The B.Sc programme outcome incorporates the following:

- Successfully completing B.Sc courses can provide employment in Schools, Academia, the Civil Services, Banking, Management, Combined Graduate Level Examinations, etc.
- Graduation in Geography provides opportunities in the Planning and Development Commission, Cartography, GIS Specialists, scientists in H.R.D institutes, Demography, etc.
- Food & Nutrition allows students get employed as Dietician, Clinical/Sports Nutritionist, NGOs, Field/Community Worker (ICMR, NIN, FAO, NSSO), Food Preservation/Confectionary/Bakery business start ups and Hospital Management.
- Computer Science and Mathematics inculcate the ability to use C++, MATLAB, Programming languages, analytical skills,



Improvement of fundamental Mathematical and Computational concepts providing opportunities in sectors like: Software Engineering, Network Administration, Data Scientist/Manager/Administrator, Web Developer, Statistician, ITs and as AI personnel.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="/pcmm.edu.in/page.php?pid=1c9ac0159c94d8d0cbedc973445af2da">/pcmm.edu.in/page.php?pid=1c9ac0159c94d8d0cbedc973445af2da</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The College has clearly stated the learning outcomes of students and Faculties. The Continuous Internal Assessment mainly reveals the learning outcomes and Academic performance of students. Students learning outcomes can also be obtained by the marks secured in the university examinations. The weaker students are given counselling to improve their learning and academic performance by the staff members. Remedial classes are regularly conducted for the slow learners. Discussions are made by the Principal, HODs and staff members regarding academic programmes, methods to be implemented in terms with vision and mission of the institution. Training is given to the faculty members to make them familiar with innovative methods like use of computers, technological resources like ICT, LCD, OHP, Projectors, Internet and virtual classes. The marks secured by the students in the tests conducted by the institution and the results of the university examination are kept as record in the office. These marks and results are displayed in the notice board. The institution conducts Parents-Teachers meet which paves way for both the teachers and parents to discuss about the academic performances and development of students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="/pcmm.edu.in/page.php?pid=1c9ac0159c94d8d0cbedc973445af2da">/pcmm.edu.in/page.php?pid=1c9ac0159c94d8d0cbedc973445af2da</a>

**2.6.3 - Pass percentage of Students during the year****2.6.3.1 - Total number of final year students who passed the university examination during the year**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	Nil

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

<https://pcmm.edu.in/page.php?pid=e56954b4f6347e897f954495eab16a88>

**RESEARCH, INNOVATIONS AND EXTENSION****3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

NIL

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

27

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**3.2 - Research Publications and Awards****3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

9

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

6

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

Prasanta Chandra Mahalanobis Mahavidyalaya promotes extension activities in the neighbourhood community for sensitizing students to social issues and their holistic development. The institution provide the students with an opportunity to extend their classroom knowledge into practical experience. Through its diverse community oriented programmes and activities focused at holistic development of students with community, the NSS, , Psychological Councelling cell, Department of Sociology, Department of Foodand Nutrition, Department of Human Development, Department of Geography of the Mahavidyalaya aim at developing a sense among students about attachment to the community, utilizing their knowledge in finding solutions to community problems, acquiring leadership qualities and democratic attitudes, developing capabilities and skills to meet emergencies and natural disasters and participating in community services by actively involving in various campaigns and programmes. During the last academic year, various community related extension activities were organized such as Awareness Program on Cancer organized by NSS, Disaster Management & it's Practice"organized

by Department of Geography, Decoding The Shadow Pandemic: A Virtual Seminar on Understanding The Complex Issue of Gender Violence Amidst Lockdown", Emerged Problem in Late adolescent and played the roles of community helpers at different places of the city. The Councelling Cell provided helpline number in the College website and provided counselling for the students during the pandemic.

File Description	Documents
Paste link for additional information	<a href="https://www.youtube.com/channel/UCctScWj0p6iMDNlHzXiANkw/videos">https://www.youtube.com/channel/UCctScWj0p6iMDNlHzXiANkw/videos</a>
Upload any additional information	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

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

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

2

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

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

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

90

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

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

NIL

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

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

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

2

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

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

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

PCMM College have adequate availability of infrastructure like classroom with LCD facilities, Wi-Fi/LAN connectivity and smart classroom with ICT facilities. Seminars, special classes for skill-upgradation are held at seminar hall at regular interval with ICT facilities and optimal utilization of physical infrastructure. At the beginning of each academic year the institutional Head and Head of each department through proper discussion made proper assessment on replacement/upgradation/addition of the existing infrastructure which is then carried out based on the suggestions from the higher authority.

The college provides huge collection of books in its library and also provides provision of having remote access to get e-books, e-journals etc. from n-list and other listed server. The college also has its own peer-reviewed multi-disciplinary bilingual journal 'Spectrum' published in each academic year. Laboratories for the students to do practical and demonstrations which enhance the learning process of the students.



File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://pcmm.edu.in/">https://pcmm.edu.in/</a>

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

PCMM college has a wide campus area of 1 acre where various facilities are provided to the students within the campus area. Various sports competition such as inter-departmental, inter-college etc. are held at the college playground which help in developing team spirit within the students. Numbers of tournaments & competitions like quiz competition, poster competition, painting competition etc. are held at the college. Special prizes are given to the winners of the competition to encourage them to actively take part on those competition. The college have hired a qualified yoga instructor and special classes are assigned to the students as per the routine to develop the physical strength and fitness of the students.

The college also has a cultural committee which celebrates cultural programs like Rabindra Jayanti, Independence Day etc. where students and teachers actively takes part under the guidance of the committee. The students also participate in various NSS program for overall prosperity of them. Due to Pandemic situation all the classes and programmes were held in virtual mode. Yoga classes also conducted in virtual mode.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://pcmm.edu.in/">https://pcmm.edu.in/</a>

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

4

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

4

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://pcmm-web-bon-20.s3.amazonaws.com/CLG_063549ee_PCMM_Prospectus_2021-22.pdf">https://pcmm-web-bon-20.s3.amazonaws.com/CLG_063549ee_PCMM_Prospectus_2021-22.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

The library is fully automated using the open source Integrated Library Management System (ILMS) Koha (version 19.05.07). All the book records are computerized. The library use barcode based technology for faster issue-return facility. Cataloguing and circulation is automated. The software runs in college server and user can access OPAC through LAN. Our future plan is to provide the bibliographic data through cloud computing.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://pcmm.edu.in/page.php?pid=d1c38a09acc34845c6be3a127a5aacaf">https://pcmm.edu.in/page.php?pid=d1c38a09acc34845c6be3a127a5aacaf</a>
<b>4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources</b>	<b>D. Any 1 of the above</b>
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>
<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</b>	
<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
Audited statements of accounts	<b>No File Uploaded</b>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>
<b>4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)</b>	
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>	

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

Almost all departments maintain their computers in the respective departments. Soft ware packages and antivirus are installed in the computer by respective departments as per their requirement. All installed software packages are maintained on a regular basis for up gradation to newer version from time to time to cater the emerging needs of faculty and students. All the computers of the respective departments bear thoroughly monitored on regular basis for any kind of needful repairing and associated service. Central Library and administration are networked and connected through LAN. Admission, student database and feedback system are managed online .WhatsApp groups have been created for official intimation of Notices and other Information (both teachers and students' groups).

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

60

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The college authority always emphasizes the proper and optimal utilization of all the available infrastructures for better teaching-learning facility. The proper utilization of the infrastructures provided to the departments are monitored by the respective heads of the departments. The classrooms are optimally used by different departments for taking under graduate classes according to the scheduled routine throughout the academic session. Teachers use modern available infrastructures such as LCD projectors, computers for taking classes.

Laboratories of different departments are properly used for practical classes of under-graduate students.

All class rooms, bath rooms and college premises and the infrastructural materials are maintained by the non teaching staff of the college.

The electricians maintain and upkeep all the electrical instruments and generators and do all other electrical works. The college has installed two generators with 82 KV and 6 KV to maintain the power supply all the time, Voltage fluctuations are avoided by uninterrupted power supply. The voltage and power supply is regularly checked by the appointed electricians.

The aqua guards are in the premises to supply purified drinking water. Sweepers regularly clean the premises and wash all bathrooms daily. Library is maintained by Librarian and Attendants. Sports ground, Gymnasium and Play Ground are maintained by Attendants.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://pcmm.edu.in/page.php?pid=d1c38a09acc34845c6be3a127a5aacaf">https://pcmm.edu.in/page.php?pid=d1c38a09acc34845c6be3a127a5aacaf</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

138

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

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

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

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

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

D. 1 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

00

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



File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

00

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

**5.2.2 - Number of students progressing to higher education during the year****5.2.2.1 - Number of outgoing student progression to higher education**

2

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

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

00

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

00

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

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

Student Council of the college is a chosen body which constantly works with the college authority and faculty members to ensure overall development of the college. The college's Students' council maintain a disciplined atmosphere in the college. Student Council organizes different cultural programmes to observe important days such as "Netaji Subhas Chandra Bose's birthday", "Bhasa divas", "Republic Day", "Independence Day", "RabindraJayanti", "NazrulJayanti", "International Women's day" etc. in the college campus. " SharadUtsav" and "BasantaUtsab" are also celebrated in the college by Students' council to nurture the sense of respect for our Indian culture and tradition. But in this session as College was closed for physical attendance most of the programmes were conducted in virtual mode. Participation of students in the students' council helps in the development of their organizational skills. Every year, students' council organizes annual college fests in the college campus. It also organises inter college and interdepartmental sports and cultural programme and competition which are followed by proper judgement by invited eminent persons of the locality. There are student representatives to put forward his/her suggestions and different issues regarding the academic and administrative affairs of the college to the Head of the institution and to the IQAC. Problems faced by students are sometimes conveyed to the college authority through the students' council. During this Pandemic situation Student council has provided a continuous support to the students for doing the online classes.

File Description	Documents
Paste link for additional information	<a href="https://www.youtube.com/channel/UCctScWj0p6iMDNlHzXiANkw/videos">https://www.youtube.com/channel/UCctScWj0p6iMDNlHzXiANkw/videos</a>
Upload any additional information	<a href="#">View File</a>

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

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

00

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

### 5.4 - Alumni Engagement

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

Prasanta Chandra Mahalanobis Mahavidyalaya has no registered Alumni association .Each Department keep contact with the pass out students and perform some programmes in their Department with the present students. In this way the senior nurtures the junior which helps to form a strong bond between themselves. Due to pandemic situation in the session 2020-21 no such programmes were conducted as Institution was closed for physical presence.

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

#### 5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

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

Academic excellence in teaching, innovation and creativity, respect for cultural diversity, individual dignity and worth, responsible stewardship and conservation of resources, and leadership and involvement in the economics, social, and professional growth of the reason and the nation are all part of the Institution's vision and mission. A bustling hub of cultural, sporting, and extra-curricular activities where students, faculty, and staff from many backgrounds collaborate; a nucleus for establishing a knowledge-based society with social cohesiveness. A thriving centre of community transformation and economic progress through the cultivation of seeds of open-minded inquiry, particularly with regard to key social and global challenges. A technologically advanced campus with cutting-edge teaching, management technologies for pushing the boundaries of thinking and experience. Our future is determined by what we choose to become and the will to create it, not by what happens to us.

File Description	Documents
Paste link for additional information	<a href="https://pcmm.edu.in/page.php?pid=42a0e188f5033bc65bf8d78622277c4e">https://pcmm.edu.in/page.php?pid=42a0e188f5033bc65bf8d78622277c4e</a>
Upload any additional information	No File Uploaded

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

The Governing Body as the apex body in its meeting resolves different proposals, programmes and activities. Proposals are initiated in various subcommittees such as IQAC, Finance Subcommittee, Academic Subcommittee, Admission Subcommittee, Purchase Subcommittee, Building Subcommittee, Library Subcommittee, etc. as per the requirements of the different stakeholders. The Principal as executive head ensures implementation of the activities with the assistance of the subcommittees. The Academic wing contains 28 departments and works under the supervision of Departmental Head, as per the guidelines in a decentralized mode.

The administrative wing works through the office headed by the Head Clerk. In case of purchase procedure the college functions through Tender and Purchase Sub Committee with the funds approved by the Finance Committee followed by the Governing Body approval depending on the requirement of the department and availability of finance.

The college provides operational autonomy in all areas of academic performance, decision making and implementation of plans and policies in curricular programmes. The participative management consists of President, Principal(Secretary), IQAC Co-ordinator, Information officer, Bursar, teacher-members and non teaching representatives of the college Governing Body and representative of the students' council.

File Description	Documents
Paste link for additional information	<a href="https://pcmm.edu.in/page.php?pid=a5e00132373a7031000fd987a3c9f87b">https://pcmm.edu.in/page.php?pid=a5e00132373a7031000fd987a3c9f87b</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Our plans and policies are in tune with our commitment to our vision and mission. Moreover, there is a guideline of the Govt. of West Bengal and of the UGC regarding the procedure to monitor and evaluate policy and plans. Access to higher education not compromising with quality ensures that the economic, social and



market needs are met in the areas of intellectual development and human resource provision. The progress of learning is systematically monitored in the existing evaluation system and this ensures the efficiency of performance of the institution.. The institution has a formally stated quality policy which is reflected in the vision and mission of the college. The college continuously strives hard for assuring quality in all activities and encourages the improvement and upgradation of students through quality education. It is driven by the motto to provide financial support to the needy students through students-aid fund , creating more infrastructural facilities by setting up well equipped laboratories, providing modernized library facilities with internet connection, introducing innovative teaching and learning with ICT tools, workshops / training programmes for soft skill and personality development of students, continuous and comprehensive departmental evaluation.

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

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

Appointment and service rules of the institution is guided by Government of West Bengal. Rules and Regulations are formed for efficient management of administrative work and proper functioning of the Institution. Vaccant sanctioned post status was sent by Institution to Government and in the year 2020 was filled by permanent teachers. The college's Governing Body consists of thirteen members including the Principal of the college as Secretary of the Governing Body. Two members nominated by the State Government, two members from the affiliating University, Local Municipal Chairman/Chairperson as Ex-officio member, three internal elected teacher members, two internal elected Non-teaching members and the General Secretary of the Students Union. One from the external members is elected President of the Governing Body who as per statute of the University performs the role of the administrative head. The administrative body (Governing Body) takes decision and plans for all academic and administrative activities with the coordination



of the Principal, IQAC Co-ordinator, HODs, non teaching staff and students' representative.

File Description	Documents
Paste link for additional information	<a href="https://pcmm.edu.in/">https://pcmm.edu.in/</a>
Link to Organogram of the Institution webpage	<a href="https://pcmm.edu.in/page.php?pid=2b24d495052a8ce66358eb576b8912c8">https://pcmm.edu.in/page.php?pid=2b24d495052a8ce66358eb576b8912c8</a>
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

B. Any 3 of the above

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

### 6.3 - Faculty Empowerment Strategies

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

The institution runs a registered staff welfare co-operative credit society. Almost all the members of the full time staff (both teaching and non-teaching) are the members of the society and most of them avail themselves of the benefit (low interest loan) to meet their immediate requirements. An advance subsistence pay is provided from the college fund to the newly appointed staff in the substantive post till their pay fixation memo is sanctioned from the office of the Directorate of Public Instruction, Govt. of West Bengal. All the Employees in substantive post are covered under General Provident Fund Scheme as per Government rules. Employees' Provident Fund (EPF) facility is provided to all casual staff. They are enlisted with the EPFO

scheme of the Government of India and monthly contribution (both employee and employer's share) is directly deposit on on-line system to their respective EPF Account kept with Government of India. All leave facilities are provided to the staff as per the University Statute and Government rules and regulations and timely recorded in their Service Book. All monthly payments of casual staff are directly credited to their bank account to ensure transparency. No master-roll system of payment is encouraged.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

00

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

### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

#### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

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

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

The institution follows the Performance Appraisal system framed by the UGC for promotional benefit of Teaching staff. For non-teaching staff concerned Government rules are followed. The performance in teaching and learning process of teaching staff is

evaluated in this process. The effectiveness and efficiency in the performance of appraisal system has been brought out in the quality output of academic programmes of the institution. As a part of informal academic audit, feedbacks are obtained from the students regarding teaching learning and academic administration. Such feedbacks are analyzed in the IQAC to identify the loopholes. Adequate measures are taken to improve the quality of teaching learning process and academic administration. The pre-requisites of promotion for teachers require fulfillment of some criterion which are performance based. Participation in orientation and refresher course /training programmers.Completion of Ph.D. / M.Phil. degrees, carrying out research projects, paper presentation in different level seminars, publications of articles in listed journals and books and participation in National and International seminars and conferences are considered as performance enhancement.

File Description	Documents
Paste link for additional information	<a href="https://pcmm.edu.in/page.php?pid=6c4b761a28b734fe93831e3fb400ce87">https://pcmm.edu.in/page.php?pid=6c4b761a28b734fe93831e3fb400ce87</a>
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

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

The institution appoints auditors from the panel of auditors as specified by the office of the Directorate of Public Instruction (DPI), Government of West Bengal as external Auditor to audit the accounts of the college every year. The external Auditor verifies income and expenditures of various aspects. Receipts and payment vouchers of daily transaction are checked by external auditor after scrutinizing and preparing the income and expenditure statement. External Auditor submits the audited statement to the management (GB) and copies are sent to the office of the Directorate of Public Instruction (DPI), Govt. of West Bengal, Department of Higher Education. For different UGC grants/M.P& MLA LAD Grants, accounts are audited by a registered Chartered Accountant and report along with utilization certificates are submitted to the respective authorities. Such audited reports are also placed in the meeting of the Governing Body and decisions are taken based on the recommendations there on. The internal

audit is occasionally carried out if the Governing Body takes necessary decisions. Internal Academic Audit Committee supervises the academic administration.

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

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

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

00

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

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

All funds available are properly maintained. Separate bank accounts are opened for major grants. Expenses are duly made as per the approval of the finance committee. A computerized system of maintaining financial data has helped to make the process a transparent one. Proper quotations /tenders are invited through college website keeping in view the right to information for every stake holder. Accounts are audited along with part audit for specific grants, utilization certificates are timely deposited to the funding agencies as per the guidelines. The major resources and institutional funding for the past years are obtained from students' tuition fees and various grants under the UGC schemes. The main problem is non receipt of any recurring grant except salary grant. Moreover 50% of the tuition fee collected has to be refunded to the state Government.

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

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Internal Quality Assurance Cell monitors the teaching, research and various departmental activities of each department. During the Pandemic situation the cell has provided continuous support in online teaching, organizing webinars, workshops for sharing knowledges, and cultural programmes in virtual mode to exhibit and nurture the talent of the students. By using the IQAC primarily in its monitoring and advisory capacity the college strives to ensure that it plays a role in the decision making process including the career advancement of teachers. This also ensures that the quality assurance process becomes integrated with the general functions and operations of the institution. Feedback regarding teaching, infrastructural facilities and other amenities of the College are collected from the students by this Cell. This Cell consults with each department time to time to verify the yearly progress of the department with regard to record documentation, academic and research activities. The cell acts as a mentor to the departments and provides necessary support for the development in teaching -learning process. It also helps in smooth running of the organization by suggesting administrative reforms required for smooth and easy functioning of the college. The Cell is responsible for regular submission of Annual Quality Assurance Report (AQAR) to NAAC.

File Description	Documents
Paste link for additional information	<a href="https://pcmm.edu.in/page.php?pid=140f6969d5213fd0ece03148e62e461e">https://pcmm.edu.in/page.php?pid=140f6969d5213fd0ece03148e62e461e</a>
Upload any additional information	<a href="#">View File</a>

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



Since its foundation, the IQAC has played a critical role in the institution's development and progress. The IQAC has advocated for the proper use of college fund to increase the number of classrooms and the purchase of technology-driven aids to enhance the teaching-learning process over the years. To improve the teaching-learning process, certain classrooms have been changed into smart rooms with audio-visual capabilities. The committee also inquired about faculty or staff members participating in faculty development programmes such as refresher courses, the UGC-Faculty Improvement Program, HRD programmes, Orientation programmes, and workshops and seminars. The Committee also made a recommendation for holding national webinar and workshops workshop to help improve the academic atmosphere and give young researchers a boost. Non-teaching staff members involved in administrative tasks such as accounts preparation, admission procedures, and so on were provided online training for empowerment, such as Kanyasree camp, and so on. The IQAC adheres to academic evaluation criteria established by regulatory bodies such as the University Grants Commission and the Government of West Bengal, as well as NAAC guidelines.

File Description	Documents
Paste link for additional information	<a href="https://pcmm.edu.in/index.php">https://pcmm.edu.in/index.php</a>
Upload any additional information	<a href="#">View File</a>

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

**D. Any 1 of the above**



File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://pcmm.edu.in/page.php?pid=f340f1b1f65b6df5b5e3f94d95b11daf">https://pcmm.edu.in/page.php?pid=f340f1b1f65b6df5b5e3f94d95b11daf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

To promote gender equity and gender sensitization, a series of workshops and webinars were held by the Women's Cell and the Internal Complaints Committee in collaboration with the Internal Quality Assurance Cell of the college. To ensure that this vital issue of gender equity is promoted, programs were conducted in collaboration with professional Gender Resource organizations. The Department of English also hosted a series of webinars to promote awareness about gender. The Department of Sociology teaches the Sociology of Gender to Semester III Honours students.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://www.youtube.com/watch?v=3q5jlYKwUQ&amp;t=13s">https://www.youtube.com/watch?v=3q5jlYKwUQ&amp;t=13s</a>

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The Hazardous waste from Chemistry and Food & Nutrition laboratories is disposed. Waste chemicals are expelled. Liquid waste is channelized through the drain constructed by the municipality. The waste is left for decomposition and then it is used as compost for trees and plants on the campus. Plastic awareness programmes are conducted. Dustbins are provided on all floors for maintaining cleanliness effectively. Computer science department disposes the unused computers and related accessories periodically. The electronic junks are dumped in store rooms of the departments. We try to follow waste minimization processes by sustainable product design adopting the techniques of inventory management, production-process modification, volume reduction and recovery and reuse of ewastes in some cases like our computers, batteries, instruments, etc. UPS batteries are recharged and repaired. Unused UPS are exchanged by the suppliers. Water purifiers are installed on the college campus and covered under Annual Maintenance Contract.

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

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

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded
<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b> <ol style="list-style-type: none"> <li>1. Restricted entry of automobiles</li> <li>2. Use of Bicycles/ Battery powered vehicles</li> <li>3. Pedestrian Friendly pathways</li> <li>4. Ban on use of Plastic</li> <li>5. landscaping with trees and plants</li> </ol>	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following</b> <ol style="list-style-type: none"> <li>1.Green audit</li> <li>2. Energy audit</li> <li>3.Environment audit</li> <li>4.Clean and green campus recognitions/awards</li> <li>5. Beyond the campus environmental promotional activities</li> </ol>	E. None of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
<b>7.1.7 - The Institution has disabled-friendly,</b>	D. Any 1 of the above

**barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**

**5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

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

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

Prasanta Chandra Mahalanobis Mahavidyalaya has always played a pivotal role in sensitizing students about the cultural, regional, linguistic, communal and socio-economic diversities present in society. In the many online cultural programs celebrating Saraswati Puja and Vivekananda Jayanti students were encouraged to showcase myriad regional forms of dance, song and poetry. The webinars organised to commemorate Independence Day organised by the Department of History and Republic Day organised by the Department of Political Science laid special emphasis on imparting values of tolerance and harmony among students. A webinar on Religion and Spirituality organised by the Department of Philosophy was another initiative taken by the college to provide a forum to discuss the importance of inclusivity, tolerance and unity in diversity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Prasanta Chandra Mahalanobis Mahavidyalaya has always strived to sensitise the students and the employees about constitutional obligations, values, duties and citizenship responsibilities. The institution realised the increased importance of upholding these values especially as the world was in a state of upheaval owing to the pandemic. All stakeholders were reminded of their fundamental duties and obligations towards their country through informative webinars hosted on Independence Day and Republic Day. The glory of the Indian Freedom movement was reiterated through Vivekananda Jayanti celebrations. A motivational special lecture on International Women's Day also aimed to make all stakeholders aware of the rights, duties and responsibilities pertaining to gender equality. A webinar on Corona Consequences: Self and Society organised jointly by the Departments of Geography and Sociology also helped raise awareness about obligations and duties as responsible citizens to help combat the pandemic. Stakeholders were also reminded about their obligations towards environmental preservation and protection through the Eco Club's celebration of Earth Day. A series of webinars on Disaster Management also helped to sensitize all stakeholders about their responsibility towards creating a sustainable environment for future generations. A virtual workshop on Community Health Assessment was another initiative to make all stakeholders aware about their responsibility towards their communities, especially when it is plagued by a pandemic.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

<p><b>7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized</b></p>	<p><b>D. Any 1 of the above</b></p>								
<table border="1"> <thead> <tr> <th data-bbox="102 689 537 757">File Description</th> <th data-bbox="547 689 1436 757">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="102 757 537 824">Code of ethics policy document</td> <td data-bbox="547 757 1436 824" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="102 824 537 1115">Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims</td> <td data-bbox="547 824 1436 1115" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="102 1115 537 1182">Any other relevant information</td> <td data-bbox="547 1115 1436 1182" style="text-align: center;"><b>No File Uploaded</b></td> </tr> </tbody> </table>	File Description	Documents	Code of ethics policy document	<a href="#">View File</a>	Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<b>No File Uploaded</b>	Any other relevant information	<b>No File Uploaded</b>	
File Description	Documents								
Code of ethics policy document	<a href="#">View File</a>								
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<b>No File Uploaded</b>								
Any other relevant information	<b>No File Uploaded</b>								
<p><b>7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals</b></p>									
<p><b>Various national and international commemorative days, events and festivals are celebrated in the college with zeal and enthusiasm. International Women's Day was celebrated through an online special motivational lecture. Earth Day was celebrated by members of the Eco Club in collaboration with the Internal Quality Assurance Cell of the college. World Environment Day was celebrated online by the students of the Geography Department.</b></p>									



File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

**Title of the Practice: "No Smoking Zone" (since 2008)**

**Objective of the Practice:**

a) **Goal/Aim:** To create a tobacco-free college campus. Use of chewing tobacco, Cigarettes or any other harmful and addictive substance is strictly banned within the college premise.

**Best practice II**

**Title of Practice: "ICT based Teaching Learning and Evaluation Process"**

**Objective of the Practice:**

a) **Goal/ Aim:** To help students to become competent and confident users who can use the basic knowledge and skills acquired to assist them in their daily lives. It is also supposed to prepare to students for the world of tomorrow.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.3 - Institutional Distinctiveness

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

One of the distinctive areas of our college is 'Empowering First-



Generation Learners' and also to provide opportunities to the students from the socially and economically marginalized and underprivileged sections to carry out their studies. And to fulfil this vision the Institution gives priority to this. The Teachers of this college play a major role in supporting, engaging and empowering these students. Students' Council, pass out students and teachers encourage the pupils to enter the new world of college. The college offers concession and scholarship for the economically poor students to pursue their higher education in college. College guides them to choose their subjects on the basis of their merits through proper counselling prior to admission. The concerned department arranges for extra classes for them on a daily basis. The teachers try to identify their problem zones and address them properly. They are assessed through a monthly test. On the basis of their results and outcomes the concerned department conducts the parent-teacher meeting to solve their problems. This approach reduces stigma and helps students get through their undergraduate program more efficiently and effectively. More emphasis is given on their career through career counselling. Proper guidance is given to the pass out students to prepare them for a job. Teachers always support them as far as possible with love and smile.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

Our future plans are

- 1.To provide the bibliographic data through cloud computing.
2. To provide more support to students for online learning system in Pandemic situation.
3. To maintain the Hygiene and proper sanitization system for Nonteaching Staffs.
4. Generating funds for economically poor students suffering from economic crisis in lockdown situation.

5. To carry out more awareness programmes, webinars and special lectures by eminent resource persons

NAAC