



YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	Prabhu Jagatbandhu College
• Name of the Head of the institution	Dr. Subrata Kumar Ray
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03326690221
• Mobile no	8777589465
• Registered e-mail	prabhujagatbandhucollege2019@gmail.com
• Alternate e-mail	arnabgupta@pjc.ac.in
• Address	Jhorehat, Andul-Mouri
• City/Town	Howrah
• State/UT	West Bengal
• Pin Code	711302

2. Institutional status					
• Affiliated /Constituent		Affiliated			
• Type of Institution		Co-education			
• Location		Semi-Urban			
• Financial Status		Grants-in aid			
• Name of the Affiliating University		University of Calcutta			
• Name of the IQAC Coordinator		Dr. Arnab Gupta			
• Phone No.		03326690221			
• Alternate phone No.		8582973927			
• Mobile		8582973927			
• IQAC e-mail address		iqac@pjc.ac.in			
• Alternate Email address		arnabgupta@pjc.ac.in			
3. Website address (Web link of the AQAR (Previous Academic Year)		https://pjc.ac.in/index.php?option=com_content&view=article&id=202&Itemid=0			
4. Whether Academic Calendar prepared during the year?		Yes			
• if yes, whether it is uploaded in the Institutional website Web link:		https://pjc.ac.in/pdf/academic-calendar/Academic-Calendar_PJC_2023-24-Revised.pdf			
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to

Cycle 1	B+	2.74	2008	28/03/2008	27/03/2013
Cycle 2	B+	2.85	2015	03/03/2015	02/03/2020
Cycle 3	B	2.32	2023	10/03/2023	09/03/2028

6.Date of Establishment of IQAC	08/04/2009
--	-------------------

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,				
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	NIL	NIL

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	2
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
Monitoring the all round growth of the students - academic, cultural, social and psychological.	
Observance of Significant Days.	
Collection of 360 degree feedback from internal stake holders and external experts.	
Resource person from a reputed institute/university delivered lectures on seminar/workshop/FDP organized by college in	

collaboration with other institute and IQAC throughout the session.

12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Proposal for Workshop/Orientation for the awareness of Internship (NEP 2020/CCF2022)	Some workshops on Summer Internship Under CCF 2022 and NEP 2020 has been organized by the college.
Regular feedback to be collected from different stakeholders	Collection of 360 degree feedback from internal stake holders
To encourage teachers for research work and to attend faculty and proposal for seminar/workshop to be organized.	There are more takers. Some have communicated papers on the basis of the project(s). Workshop/Seminar on different discipline have been organized
Proposal for Teacher's Diary as per NAAC recommendation.	Teacher's Diary given to the faculties for maintaining their academic records and perform academic audit.
Proposal for FDP on Artificial Intelligence and Machine Learning	FDP on Artificial Intelligence and Machine Learning conducted in collaboration with IQAC

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Teacher's Council	19/09/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	16/03/2024

15. Multidisciplinary / interdisciplinary

Since Prabhu Jagatbandhu College is an affiliated college under University of Calcutta, it has to follow a roadmap or guidelines prepared and provided by the affiliated university. As an example when University prepares or provides a curriculum to implement multidisciplinary/interdisciplinary structure of New Education Policy 2020 (CCF 2022), the PJC abides by it. However, PJC has available an opportunity to implement

multidisciplinary/interdisciplinary courses. Moreover, the institute always encourages all stakeholders to organize interdisciplinary seminar/conferences/workshop/training programs for advancements in their knowledge to conduct a new curriculum.

16.Academic bank of credits (ABC):

One of the provisions of NEP is Academic Bank of Credit (ABC). Regarding the implementation of Academic Bank of Credits, the institution has to wait for the academic council to give a green signal.

17.Skill development:

The vision of the college is promoting Value-Based Quality Education through Value Education Cell, hence the college takes efforts to inculcate positivity among the learners. The college also celebrates National festivals like Independence Day and Republic Day. Observing various programmes like World Cancer Day, World Anti-Tobacco Day, Environment Day, Anti-Terrorism Day, International Mother Language Day, observing the Death and Birth Anniversary of our National leaders which help in imbibing the good qualities of the students. All stakeholders are encouraged to use E-learning websites, open source software, licensed software, books, journals, e-journals data relevant to their disciplines. Mentoring students is also one of the practices of the institution, to enable students to explore future employment pathways after graduation, and help them get the most of their studies.

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

In order to promote and integrate the local language, art and culture, a compulsory activity in the curriculum has to be added like literary activities etc. and through discussions/interactions etc. in local language which will fetch extra credit to the students. This has already been incorporated by the affiliated university as AECC paper (compulsory Bengali).

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The College also makes an effort to understand that a pursuit of knowledge is a life-long activity and to acquire positive attitude and other qualities which will lead students to a successful life. To interpret, analyze, evaluate and develop responsibility and effective citizenship is one of the programme outcome of the students.

20.Distance education/online education:

The Netaji Subhas Open University (NSOU) and Indira Gandhi National Open University (IGNOU) are successfully running several UG and PG courses on distance mode in the campus of Prabhu Jagatbandhu College. The students have been trained through software skills by Free and Open Source Software (FOSS) in collaboration with IIT, Bombay, MHRD, Government of India. During COVID-19, various technological tools used by the faculties

especially during the pandemic lockdown are Google Classroom, Zoom, Google, using videos as teaching and learning aids, Group collaboration and interaction and assignment and revision as well as the assessments have been conducted are some of the institutional efforts towards blended learning.

Extended Profile

1. Programme

1.1

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

622

File Description	Documents
Data Template	View File

2. Student

2.1

Number of students during the year

5854

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

2.2

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

1253

File Description	Documents
Data Template	View File

2.3

Number of outgoing/ final year students during the year

567

File Description	Documents
Data Template	No File Uploaded

3. Academic

3.1

Number of full time teachers during the year

38

File Description	Documents
Data Template	View File

3.2

41

Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	56
4.2 Total expenditure excluding salary during the year (INR in lakhs)	220.84
4.3 Total number of computers on campus for academic purposes	96

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	
<p>Effective implementation of curriculum is the primary motive of the institution. The institution has a mechanism to ensure effective curriculum delivery through a well documented process are as follows-</p> <ul style="list-style-type: none"> The Annual Academic Calendar is prepared according to the University commencement of academic year by Academic Sub-Committee. Academic meeting is held in each department before the beginning of the year to prepare departmental routine and distribution of syllabus among the students provided to the students through college website. The conventional chalk and duster method of teaching is supplemented by the use of ICT to make the teaching-learning process more learner-centered. Many students enjoy the opportunity of experiential learning by doing project works. Students are also encouraged to participate in different activities through NSS/NCC unit, Eco-club and Women Cell. The mentors take great care to keep a compassionate relationship with students to facilitate their academic and overall growth and development. The Central/Departmental Library provides teachers with necessary resources. The institution encourages faculty members to attend OP/RC/workshops to acquire necessary skills. 	
File Description	Documents
Upload relevant supporting document	
Link for Additional information	
1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)	

The institution adheres to the academic calendar including for the college is affiliated to Calcutta University. The university declared Calender in the beginning of every session. After the starting of ses has to follow the Academic calendar. However, the college prepares it which is done parallel to the university.

The University academic time-table includes following factors: (i) Da Commencement of teaching (iii) Dates of unit tests (iv) Dates of term for practical exams (vi) Dates for extra-curricular activities, like NSS/NCC/Sports/YRC/Cultural and literacy programs, etc. (vii) Diploma including: (viii) PG Admission (ix) Commencement of classes (x) Inter Semester break (xii) Preparation leave (xiii) Practical exams etc. (x holidays, vacations and working days (xv) Duties of teachers, etc.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://pjc.ac.in/pdf/academic-calendar/Calendar_PJC_2023-24-Revised.pdf

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

B. Any 3 of the above

File Description
Details of participation of teachers in various bodies/activities provided as a response to the metric
Any additional information

1.2 - Academic Flexibility

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

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

37

File Description	Documents
Any additional information	N
Minutes of relevant Academic Council/ BOS meetings	
Institutional data in prescribed format (Data Template)	

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 required (Data Template)

0

File Description	Do
Any additional information	
Brochure or any other document relating to Add on /Certificate programs	
List of Add on /Certificate programs (Data Template)	

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

0

File Description
Any additional information
Details of the students enrolled in Subjects related to certificate/Add-on programs

1.3 - Curriculum Enrichment

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

A proper blending of crosscutting issues relevant to Professional Ethics, Values, Environment and Sustainability into the Curriculum is instrumental for liberal and broad-based undergraduate education emphasizing on equality. Prabhu Jagatbandhu College addresses such issues and the faculty members of all departments are sensitive to the various social issues and make every effort to sensitize the students in this regard. Specific committees including Women Cell, Eco-Club, NSS unit make a collective effort to sensitize the students on these concerns. Departments organise webinars/workshops/special lectures regularly to inculcate a desirable value system among learners.

On 16th February, 2024, Matri Bhasa Divas has been organized by the Department of Bengali. A two days international seminar has been organized by the Department of Bengali on 10th and 11th January, 2024. A student week has been observed by the Department of Bengali as part of this, several activities have been performed by the students viz., Psychological counselling, debate, quiz, cultural programme etc.

The curricula of different departments contain components or topics on Professional Ethics imparted through courses in the syllabus of the Department of Political Science, Bengali, Sanskrit, English, Education, Economics,

File Description
Any additional information
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.

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

17

File Description

Any additional information

Programme / Curriculum/ Syllabus of the courses

Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses

MoU's with relevant organizations for these courses, if any

Institutional Data in Prescribed Format

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

1278

File Description

Any additional information

List of programmes and number of students undertaking project work/field work/ /internships (Data Template)

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

A. All of the above

File Description

Documents

URL for stakeholder feedback report

https://pjc.ac.in/index.php?option=com_content&view=article

Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management

No File Uploaded

Any additional information

No File Uploaded

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

C. Feedback collected at

File Description

Documents

Upload any additional information

No File Uploaded

URL for feedback report

https://pjc.ac.in/pdf/feedback/1.4.1%20&%201.4.2_Feedback_24.pdf**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 students admitted during the year****2196**

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC 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****528**

File Description	Documents
Any additional information	
Number of seats filled against seats reserved (Data Template)	

2.2 - Catering to Student Diversity**2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced and slow learners**

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

For Slow Learners:

Remedial/tutorial class is provided for the slow learners to ensure they successfully learn and also qualify in their examinations. Doubts and difficulties regarding the subject are solved in the tutorial classes.

The faculty members take special attention for slow learners by allotting time for discussion of topics that have not been properly understood by them.

Slow learners are provided with additional explanations and concept-based examples and explanation.

Student Mentoring and Counselling Programmes are organized for the learning of slow learners.

For Advanced Learners:

Advanced learners are also selected/encouraged to take part in different activities including debates and quiz competition, extempore, student seminars, discussion, PowerPoint presentations, charts and models preparation, to write article for Departmental Wall Magazine and College Magazine.

Advanced learners, especially at Post-graduate level are especially encouraged to write papers in national-level and state-level symposia and publish paper.

Seminars and workshops are organized regularly by different departments. Slow learners can take interest and gain knowledge about various phenomena.

active participation.

Some Departments motivate them with awards, and prizes for department

File Description	Docum
Paste link for additional information	
Upload any additional information	

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

Number of Students	Number of Teachers
5854	85

File Description	Documents
Any additional information	No File U

2.3 - Teaching- Learning Process

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

Students need to be involved and enthused in acquiring knowledge and holistically. So, besides classroom lectures, they need also to be ex pragmatic knowledge of the outer world. Keeping this requirement in n undertakes many student-centric methods for enhancing learning experi

Experimental learning has been performed through laboratory-based lea the subjects like Physics, Chemistry, Zoology, Botany Food and Nutrit practical experiment. Outdoor experiments and observations are also r for the students of Geography, Botany, Physical Education and Zoology arranged for the departments like Botany, Zoology, Geography and Phys conduct field studies regularly as a part of UG curriculum to provide about the topics taught in the classrooms to the students.

The students of the institution acquire direct learning experiment th learning like quiz, debate, seminar, performing arts etc. through cul

The students regularly participate in different inter-college sports (arranged by the University), which create scope for the students to academic as well as cultural circles. . Extra-curricular Programmes l Women's Safety where students were required to participate in group a

File Description	Documents
Upload any additional information	No Fil
Link for additional information	

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write descript words

The College has the following ICT infrastructure-

ICT enabled Class rooms: 10

Smart rooms: 09

Projectors: 13

Desktops: 96

Laptops: 25

Internet Connectivity: 05 (main connection) all departments are connected

All the departments have access to computers with Internet for preparing other teaching-learning materials, and many have access to printers and ICT enabled tools are used by faculty members for effective teaching-the departments viz., Mathematics, Commerce, Physics (highlighting Mathematics etc.), History (archaeological sites), Botany, Zoology (animal and plant Geography (Geological sites, rock samples) etc.

The tools are used extensively for practical classes in Science. A still illustration of an experiment using ppt usually helps students follow better, especially if they have to duplicate them later in laboratories.

Open-source software packages are used by subjects like Mathematics (Office, c++, latex), Physics (Msoffice, scilab, mtn, latex), Computer Science (Office, c++, python, prolog, unix, r-dbms, java, oracle), Geography (QGIS,

Soft copies of the projects/term papers are stored in the desktops or so that they can be retrieved for correction and evaluation by the teachers also used for Extension/Occasional lectures, Student Seminars, and Workshop/Conference/Seminars.

Classes and examinations are being taken through Google Classroom, Google Team Link, YouTube, WhatsApp and e-mail. On-line tests taken by various

File Description

Upload any additional information

Provide link for webpage describing the ICT enabled tools for effective teaching-learning process

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

2.3.3.1 - Number of mentors

85

File Description	Docu
------------------	------

Upload, number of students enrolled and full time teachers on roll	
--	--

Circulars pertaining to assigning mentors to mentees	
--	--

Mentor/mentee ratio	
---------------------	--

2.4 - Teacher Profile and Quality

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

38

File Description	Docu
Full time teachers and sanctioned posts for year (Data Template)	
Any additional information	
List of the faculty members authenticated by the Head of HEI	

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / 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 the year

0

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

2.4.3 - Number of years of teaching experience of full time teachers in the same institut completed academic year)

2.4.3.1 - Total experience of full-time teachers

611

File Description
Any additional information
List of Teachers including their PAN, designation, dept. and experience details(Data Template)

2.5 - Evaluation Process and Reforms

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

The academic subcommittee conduct internal examination through a dedicated cell. Teachers ensure that the students are aware of the Internal Assessment Criteria at the beginning of the academic session. It is discussed with students to enhance transparency and rigor with a view to focus on individual and group learning. Students are informed in advance that independent learning, original ideas will be given additional points. Assignments and tests are regular. Students are given multiple opportunities to improve their performance.

Regular class work, homework and small evaluations help teachers to identify shortcomings of the students and weaker students are provided with study material. Problems are re-explained as required and they are given re-assignments for their improvement. Parent teacher meetings are held to discuss with the guardians of the students the difficulties faced by a student, has been discussed.

Curriculum of some courses allow skill enhancement through practical work. Continuous evaluation is done through testing of skills developed. In Computer Commerce, Computer Applications, Economics and Mathematics have practical part of their curriculum which focus on problem solving skills using

File Description	Documents
Any additional information	View File
Link for additional information	https://pjc.ac.in/news/newsdetail.action=detail&tab=1&%20%20%20%20even

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

The college has an Academic Subcommittee to deal with all matters related to University Examinations through examination cell under Senior Professors and staffs. The answer papers of the internal/tutorial examinations are prepared by the College for five years as directed by the University. Any inquiry concerning the examination period can thus be addressed to without much difficulty. The faculty deal with the rightful grievances of the students pertaining to the marks obtained in the internal assessment. The evaluated papers related to internal examination consist of tests, assignments, projects etc. are returned to students with detailed feedback and suggestions for improvement. The students are free to discuss with the teachers their mistakes and ways to improve their result. The University examination and CCF also requires that the students be marked on their class attendance in each course. These marks are added to get the final result. If any error is found in the final marksheet in spite of rigorous scrutiny, it is promptly reported to the University by the College. Regular parent - teacher meetings are held to discuss with the guardians and suggestions are given to the parents by teachers regarding the studies of the students, in presence of both teachers and parents. Any grievance by a student, if any, discussed at length.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated on the institution's website and communicated to teachers and students.

The institution adheres to the course curricula framed by the Board of the affiliating university, University of Calcutta. The syllabus of every course is communicated to colleges and also available on the University website as well as some affiliated colleges organize workshops on the syllabus of various subjects, where the teachers are made aware of the Programme and Course beginning of the academic year, the Head of each department (HOD) organizes a departmental meeting regarding the distribution of syllabus to all faculty. Each department prepares Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs). The programme outcomes for every course offered along with syllabi is uploaded on the college website. The stakeholders of the institution can access the POs and COs through browsing them. The new students are made aware of the desired outcomes of the programmes they have chosen during the Orientation Programme for the students and Induction Programmes conducted in all departments. The POs and COs are also explained in details by the faculty in class in each semester, both at the UG and PG level.

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

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

The Programme and the course outcomes are designed to equip the students for further studies or gainful employment. The final outcomes of the Course are evaluated by the marks or grades that the students obtained in the examinations. While Course Outcomes can be judged at the end of a semester, results, the Programme Outcome is obtained by the programme result after two semesters. The attainment of the course outcome is also assessed through the internal examinations as the questions for the internal examinations are framed to assess the course outcomes. Besides NCC and NSS programmes, each department takes initiatives (both curricular and co-curricular) so that learning objectives of every course (paper-wise) be achieved. Organising class tests and subject-wise student seminars as well as talks and workshops, etc. are a part of the scheme. Individual departments meet regularly to discuss the results, how they have progressed, and what is to be done for those lagging behind, and conduct Teacher-Guardian meet. Feedback from students is collected and analyzed. The institution has succeeded in fulfilling its stated outcomes.

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

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

567

File Description
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)

Upload any additional information

Paste link for the annual report

2.7 - Student Satisfaction Survey

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

https://pjc.ac.in/pdf/feedback/Student%20Satisfaction%20Survey_Result

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description

Any additional information

e-copies of the grant award letters for sponsored research projects /endowments

List of endowments / projects with details of grants(Data Template)

3.1.2 - Number of teachers recognized as research guides (latest completed academic ye

3.1.2.1 - Number of teachers recognized as research guides

2

File Description

Docu

Any additional information

Institutional data in prescribed format

3.1.3 - Number of departments having Research projects funded by government and no during the year

3.1.3.1 - Number of departments having Research projects funded by government and n during the year

0

File Description

Docum

List of research projects and funding details (Data Template)

Any additional information

Supporting document from Funding Agency

Paste link to funding agency website

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation a

The institute has created an ecosystem for innovations and has initia creation and transfer of knowledge by establishing multiple wings and the Research and Development (R & D) Cell, Entrepreneurship Developme Committee, Performance Appraisal System along with MoUs. The R & D Ce organizes activities aimed at motivating students and faculty for res and also at preparing the students for entrepreneurship.

Student Development:

- Field visits and educational excursions are arranged by the Depar Geography, Physical Education, and History regularly to make the with the applicability and tractability of a subject through proj
- The students are encouraged to participate in Science Quiz/Debate completion/exhibition. Some career development workshops have als the students.

Faculty Development:

- International/National/State level workshops/seminars/webinars/cc organized in the institution regularly to increase the vista of k interactive sessions amongst participants from various institutic
- The faculty also can publish papers in 'DIGONTO' for CAS.
- The college has taken membership of the Digital Library of India (N-LIST) for searching e-databases with a browsing centre in the Internet Connectivity through 05 (main connection) for all depart through LAN.

File Description	Docur
Upload any additional information	
Paste link for additional information	

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Inte (IPR) and entrepreneurship year wise during the year

0

File Description	Docur
Report of the event	
Any additional information	
List of workshops/seminars during last 5 years (Data Template)	

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description
URL to the research page on HEI website
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)
Any additional information

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website

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

2

File Description
Any additional information
List of research papers by title, author, department, name and year of publication (Data Template)

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

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers put international conference proceedings year wise during year

14

File Description	Doc
Any additional information	
List books and chapters edited volumes/ books published (Data Template)	

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students their holistic development, and impact thereof during the year

Education is not restricted to the confines of the classroom. After a education is to carve out from a student a better human being who is the needs of society and aware of his/her own duties as a responsible Prabhu Jagatbandhu College organizes several extension activities in community to promote the students towards social responsibility leading development. The college has many student-oriented wings like NSS, NC Women's Cell. In the month of August 15, 2023, the NCC and NSS Unit c organized a rally "Har Ghar Tiranga". The first aid Camp has been org 20/10/2023. NCC day have been observed on 23/11/23. Yoga Day has been 21/06/2023 and EARTH DAY (WORLD ENVIRONMENTDAY) has been observed on

File Description	Docum
Paste link for additional information	
Upload any additional information	

3.4.2 - Number of awards and recognitions received for extension activities from govern recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from (recognized bodies year wise during the year

0

File Description	Do
Any additional information	
Number of awards for extension activities in last 5 year (Data Template)	
e-copy of the award letters	

3.4.3 - Number of extension and outreach programs conducted by the institution through etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues organized in collaboration with industry, community and NGOs) during the year

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

4

File Description
Reports of the event organized
Any additional information
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)

3.4.4 - Number of students participating in extension activities at 3.4.3. above during ye

3.4.4.1 - Total number of Students participating in extension activities conducted in col community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, wise during year

195

File Description
Report of the event
Any additional information
Number of students participating in extension activities with Govt. or NGO etc (Data Template)

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student excha the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exc wise during the year

1

File Description
e-copies of related Document
Any additional information
Details of Collaborative activities with institutions/industries for research, Faculty

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

0

File Description
e-Copies of the MoUs with institution./ industry/corporate houses
Any additional information
Details of functional MoUs with institutions of national, international importance, other universities etc during the year

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has Fifty six (56) fully functional Class Rooms. The both conventional Chalk & Talk method along with Digital mode on many Thirteen (13) rooms are fully equipped with short throw digital projector Room which can accommodate more than 150 students has a set-up of digital digital surround speakers and cordless microphones. One of the classrooms upgraded to smart classroom with high end interactive digital board, used commonly.

One meeting room is also equipped with portable projector. Four classrooms of Mathematics and Geography are equipped with portable projector and seminars and presentations. All departments are equipped with desktop connectivity. Most of the department has Laptop, scanner and printer

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

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

File Description	Documents
Upload any additional information	View File

Paste link for additional information

https://pjc.ac.in/index.php?option=com_content&view=article&id=18

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

There are two common rooms in the college premises one for girls and one for boys. These serve as an open space for relaxation, socializing, and playing games. There are carom boards, volleyball, Cricket, football, Badminton and table tennis arrangements allied to common rooms. A 16 station Gym has been installed for the development of physical strength of the general students at a cost of Rs. 10 lakhs.

Fitness Facilities:

Gym: A gymnasium established in 2003 is available in the College which provides an opportunity to work out while maintaining a proper schedule under the supervision of a trainer.

Yoga: The College organizes Yoga Classes to revive the ancient tradition of yoga to provide a healthy practice along with academics.

Karate: The College has signed an agreement with Santragachi Art of Judo Howrah for regular training in Karate for those college students interested in the balanced development of mind and body through fighting techniques.

Sports Facilities: Prabhu Jagatbandhu College organizes the Annual Sports Meet at Jhorehat Athletic Club Ground, Jhorehat, Andul-Howrah 711302 where events like 200mt, 400mt, 800mt, 1500mt, Relay Races, Shot Put, Long Jump are held. Indoor games like carrom and badminton are also a part of the contest. There is ample space for playing badminton during winter.

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

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

13

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://pjc.ac.in/index.php?option=com_content&view=article&id=18
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

154.58

File Description

Upload any additional information

Upload audited utilization statements

Upload Details of budget allocation, excluding salary during the year (Data Template)

4.2 - Library as a Learning Resource

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

The Central Library of Prabhu Jagatbandhu College was partially autom software since 2003 and later on 2007 the library had used WINISIS sc library automation. In 2014 the library was fully automated using Koh Integrated Library Management Software. Further in November 2021 the hosted the Koha (Version 20.11.09.001) on the web with the assistance (www.l2c2.co.in) and since then Central Library provides web-based ac resources to its users. Besides, the Central Library provides its use Online Public Access Catalogue (OPAC) through which users can search their home regarding the availability of books on the library, about like whether they are issued or not and where they are shelved etc. I in the Central Library is going on and about 90% of books have been k has been using separate barcode machine for barcoding of books and ba the issue and return of books. The Central Library provides the free resources (access available from the college library website) with th (National Digital Library of India) developed by IIT Kharagpur and NI

File Description	Documents
------------------	-----------

Upload any additional information	No File Up:
-----------------------------------	-------------

Paste link for Additional Information	https://pjc.ac.
---------------------------------------	---

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

Upload any additional information

Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journa Lakhs)

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

0.69505

File Description

Any additional information

Audited statements of accounts

Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)

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

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

1.08

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

4.3 - IT Infrastructure

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

The college has 120 computers (105 desktop & 15 laptops), 30 printers projectors out of these 96 desktop and Laptops are for Academic purpose are for Administrative purpose. Regular maintenance is carried out al laptops. Internet connection from SITI Broadband service with more th Over the last five years four internet connection with 130MBPS have b bandwidths have been regularly updated over the last five years. A CM cloud) from Infotech Lab Kolkata has been installed since 2018. Messa through vendor for notice of 1st SEM student admission. A large numbe ICT enabled and portable LCD projectors are provided for other classr repaired and maintained through temporary orders. Video conferencing available in the seminar hall. Biometric connection is on the process automated with CDS/ ISIS since 2003 and automated with WINISIS on and is migrated to KOHA (local host) since 2014 and finally moved to web 2021. Since 2021 our library provides a very userfriendly KOHA Web-OF searching documents and books remotely to library users. Different PE the students in the college website.

File Description	Docum
Upload any additional information	
Paste link for additional information	

4.3.2 - Number of Computers

120

File Description	Documents
Upload any additional information	Vi
List of Computers	No Fil

4.3.3 - Bandwidth of internet connection in the Institution

A. ≥ 50MBPS

File Description	Do
------------------	----

Upload any additional Information	
Details of available bandwidth of internet connection in the Institution	

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)

66.25

File Description
Upload any additional information
Audited statements of accounts
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)

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

The college has a well-developed, well-organized, and decentralized mechanism for the maintenance and upkeep of physical, academic, and support facilities. The maintenance mechanisms followed by the college in particular: Maintenance of Physical facilities Campus cleaning and IT facilities. At the beginning of the session, the budget of the college is placed in the Finance Committee, and budgetary provisions are made for all these facilities. When the Governing Body approves the budget or any major expense made for any facility, a Tender notification is then done for bulk purchases. Otherwise, local purchases are made for necessary items. The financial rules of the government are strictly followed for all purchases.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://pjc.ac.in/index.php?option=com_content&view=article&id=28

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1781

File Description

Upload self attested letter with the list of students sanctioned scholarship	
Upload any additional information	
Number of students benefited by scholarships and free ships provided by the Government during year (Data Template)	
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the in government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by government agencies during the year	
125	
File Description	
Upload any additional information	
Number of students benefited by scholarships and free ships institution / non- government agen in last 5 years (Date Template)	
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	B. 3 of the above
File Description	Documents
Link to Institutional website	https://pjc.ac.in/index?option=com_content&view=article&i
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded
5.1.4 - Number of students benefitted by guidance for competitive examinations and car the institution during the year	
0	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and c by the institution during the year	
0	
File Description	
Any additional information	
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual	A. All of the above

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

File Description

Minutes of the meetings of student redressal committee, prevention of sexual harassment comm and Anti Ragging committee

Upload any additional information

Details of student grievances including sexual harassment and ragging cases

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

14

File Description

Docum

Self-attested list of students placed

Upload any additional information

Details of student placement during the year (Data Template)

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

43

File Description

Documents

Upload supporting data for student/alumni

No

Any additional information

No

Details of student progression to higher education

5.2.3 - Number of students qualifying in state/national/ international level examinations 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 examinatio SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) duri

1

File Description

Upload supporting data for the same

Any additional information

Number of students qualifying in state/ national/ international level examinations during the year (Data Template)

5.3 - Student Participation and Activities

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

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

1

File Description

e-copies of award letters and certificates

Any additional information

Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)

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

Our students participate actively in the functioning of the College. Their representation is as per the norms and directives of the University. They also organize programmes like Freshers' Welcome, Blood Donation Day celebration, cultural competition, Annual Social Programme, Annual Publication of Students' Magazine, Annual Sports etc. The Student Union consults with the College authority as well as teachers of different departments.

File Description

Documents

Paste link for additional information

Upload any additional information

No File

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

2

File Description

Report of the event

Upload any additional information

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)

5.4 - Alumni Engagement

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

Registration of Alumni is under process.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File

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

Prabhu Jagatbandhu college possesses a very rich heritage both historically and culturally. It imparts quality education to the students of rural areas.

Vision of the College

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

Mission of the College

The college strives to achieve

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

The Governing Body (GB) of the college works in collaboration with the faculty to regulate and maintain an amicable and scholastic environment. The Principal of the Institution along with the members of Teaching/Non-Teaching staff takes decisions and policies of the management. Council and Academic Sub-Council meet regularly to discuss and further implement important decisions regarding curricular activities of the college.

File Description	Documents
Paste link for additional information	https://pjc.ac.in/index.php?option=com_content&view=article&id=4

Upload any additional information

[View File](#)

6.1.2 - The effective leadership is visible in various institutional practices such as decentrali management.

The College adheres to the First Statute 1979 Calcutta University al amendments over time and is governed by Regulations of Department of West Bengal. The highest policy-making authority is Governing Body, w President, Principal (as a secretary), Higher Education Department Nc University Nominee, Government Nominee, Teaching, Non-teaching and st representative. Governing body meetings are held at regular intervals infrastructure, academic affairs, development, financial management, governance are discussed in detail and are implemented accordingly. S Committees viz., academic, finance etc. are formed to ensure decentra participative management to look after the curricular as well as co-c Office staff are regularly engaged in routine decision making and day service for both students and faculty. A decentralized administrative best facility to the students. Before implementation of any important discusses it with the different stake holders in meetings, funds are decisions are taken. For instance, there exists a Provident Fund Commr the Governing Body. Principal meets students regularly and take their duly considered for implementation. Feedbacks are taken regularly.

File Description	Documents
Paste link for additional information	
Upload any additional information	No Fi

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The long term plans have been laid down in the strategic plan in cons Department committees, joint workshops of senior professors for strat Prabhu Jagatbandhu College will sustain its excellence and distinctiv strategic plan that is built upon the following sub areas viz.,

- Hassel free Academic Process
- To open a career and placement cell
- Industry Connect
- Learner centre-based education system
- Research and Personality development
- The management and staff strive continuously to convert this coll leading institutions of higher education.
- The college, by further enhancing the quality of education, resea high standard, wants to be rated as one of the best colleges in t
- In order to develop e-learning materials the college has commissi along with a back-up server.
- More classrooms and laboratories will be provided to the departme
- Involvement of parents, students and other stakeholders in all ar will be encouraged more.
- Construction of Central Library with e-library facilities
- Construction of incubation centre for research activities.

File Description	Docume
Strategic Plan and deployment documents on the website	
Paste link for additional information	
Upload any additional information	N

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

Administrative Setup:

Decision making is decentralized at different levels operating at str Principal), Functional level (HODs) and operational (Faculty and stud management. At Institute level there is Internal Quality Assurance cc headed by IQAC coordinator. The Governing Body is the highest decisic consisting of members of C.U. Nominee and W.B.S.C. H.S.E nominee and representative. Some of the major committees are Academic, Research a Library, Student/Staff Activity Body, Training and Placement, Interna Committees. Academic Committee is responsible for preparing Academic representing planning and execution of all the academic activities to forthcoming Academic Year.

Service Rules, Policies and Procedures:

The pay scale, PF facility, service conditions, promotions, working h vacations for staff members are as per the norms laid down by of Gove Bengal. For the service conditions and rules, the Institute follows t regulations laid down by UGC, Government of West Bengal. For recruitn posts, the management conducts interview and filled the post accordin requirement of the post.

Promotional Policies:

All the promotions of teachers and non-teaching staff are made as per advancement scheme (CAS) setup by UGC and Government of West Bengal.

File Description	I
Paste link for additional information	
Link to Organogram of the institution webpage	
Upload any additional information	

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

A. All of the above

File Description
ERP (Enterprise Resource Planning) Document
Screen shots of user inter faces
Any additional information

Details of implementation of e-governance in areas of operation, Administration etc(Data Template)

6.3 - Faculty Empowerment Strategies

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

The institution effectively provides a scope to the teaching and non-associated with welfare scheme. They are as follows:

- Group Saving Linked Insurance scheme for teaching and non-teaching staff.
- People with lower income serving this college for long period of expired before retirement are provided the benefit of employment family member with remuneration fully supported by the government.
- The institution provides of paying advance salary to the newly appointed staff as their pay fixation is received from West Bengal Higher Education.
- Festival advance for Government approved teaching and non-teaching staff.
- General Provident Fund (GPF) Loans is financial strength to Full-time permanent non-teaching staff.
- Conveyance fees for Teachers are offered for participating in Faculty Development Programme with other colleges.
- The female staff members enjoy maternity leave of six months as per the Government of West Bengal.
- Vending Machine having incineration facility separate toilet facility.
- The institution has provided measures for being incorporated in development schemes of the Government of West Bengal for the staff.

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

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

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

0

File Description
Upload any additional information
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)

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

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

1

File Description

Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	
Reports of Academic Staff College or similar centers	
Upload any additional information	
Details of professional development / administrative training Programmes organized by the Univ for teaching and non teaching staff (Data Template)	
6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Program year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course etc.)	
6.3.4.1 - Total number of teachers attending professional development Programmes viz., Programme, Refresher Course, Short Term Course during the year	
40	
File Description	
IQAC report summary	
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	
Upload any additional information	
Details of teachers attending professional development programmes during the year (Data Template)	
6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff	
<p>The Principal of the institution has introduced a proforma for self-appraisal of teaching staff following UGC regulation since 2018, wherein, he/she records details of his/her performance of duties and participation in the activities organized by the college. The details are recorded in minutes under the category of other academic and administrative activities.</p> <p>The institution follows Performance based Appraisal System for the teachers as mandated by the Directorate of Higher Education, Government of West Bengal. Teaching staff strictly adheres to the norms laid down by UGC under the promotion. The self-appraisal and the API score claim is verified by the Principal and forwarded to the Principal who scrutinizes them and if satisfied, places them before the Governing Body for recommendation for being forwarded to the Directorate of Higher Education, West Bengal for career advancement.</p> <p>Career Advancement Scheme for all teachers who become eligible for the promotion of promotion. Academic performance of each individual teacher comes under scrutiny during this time.</p>	
File Description	Documents
Paste link for additional information	
Upload any additional information	No File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various financial audits carried out during the year with the mechanism for settling audit objections

Audit is a crucial means which provides credibility and transparency statement of the institution. The college conducts external audit. As norms rules, the External Panel Auditors are appointed by the Directorate of Higher Education (DHE), Government of West Bengal. Based on the account statement of the Authority of the college, the external auditor conducts the external audit over the reports to the Principal as well as submitted a copy of this report to the Principal. The Financial Audits of the college are done by the Panel auditors selected by the Government of West Bengal or Auditors of various chartered firms.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers covered in Criterion III)

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

0

File Description
Annual statements of accounts
Any additional information
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)

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

Vide 1979 First Statute of its affiliated University, the college has a governance system which is as follows-

The Governing Body (GB) is the highest policy making body through which all major provisions are made for academic/administrative activities. While the Drawing and Disbursement Officer and has control over finance, as per Government orders, the GB and the Finance Sub-Committee members assist in decision making. Hence, a complete transparent system is maintained for all financial transaction.

A well-defined organizational set-up prevails in this system, headed by the Principal, who has financial/administrative/academic powers. Initially the HODs prepare their departmental budget which is then scrutinized and approved by the Finance Committee headed by the Principal and fund is allocated accordingly. The Purchase Committee carries out the necessary procedure for any purchase based on quotations. With effective planning by the concerned stakeholders, the institution ensures optimal utilization of resources.

allocated funds optimally. The teacher-members of all these committee when the work is undertaken by the PWD or Howrah Improvement Trust or funds where the teachers themselves execute the work, all decisions are collectively. Accounts are maintained by the Accountant and the Principal for all the financial transactions.

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

6.5 - Internal Quality Assurance System

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

The IQAC of this HEI worked relentlessly as a team for quality assurance upgradation. Upholding the reputation of the institution among the student locality and among other HEIs has been the primary thrust area of the institution. With a view to achieving this goal several initiatives have been undertaken. Chemistry organized a General Awareness Quiz Competition for the school undergraduate students on 07.05.2024 in the seminar hall, Prabhu Jaga Day National Seminar on NEP2020 and its Impact on Academic Development organized on 28.07.2023 and a seminar on NEP 2020 have been organized. A day Student Workshop organised by the Department of English on Journal Studies: A hands-on training session conducted by the mesmerizing speaker, Co-ordinating Editor, The Telegraph Young Metro.

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

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

Collection of Feedback:

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

Incremental Improvements:

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

Initiation of Academic and Administrative Audit:

With a view to achieving a holistic and all-round academic excellence and for the institution as a whole through periodic monitoring of the

Common Rooms d. Day care center for young children e. Any other relevant information	
--	--

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	View
Any other relevant information	No File

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

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

Hazardous chemicals and radioactive waste management :

As per CBCS syllabus, greener methodologies have been introduced for experiments so very little hazardous chemicals are used. Inflammable chemicals are carefully handled so that fire hazards are avoided. As safety precaution fire extinguishers are installed in the laboratory. Not only this, a clean and dust free environment is maintained to avoid accumulation of chemicals. There is no waste generated from the laboratories at present.

File Description
Relevant documents like agreements / MoUs with Government and other approved agencies
Geo tagged photographs of the facilities

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	C. Any 2 of the above
--	------------------------------

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

7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

A. Any 4 or All of the above

File Description	Doc
Geo tagged photos / videos of the facilities	
Various policy documents / decisions circulated for implementation	
Any other relevant documents	

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

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

D. Any 1 of the above

File Description	D
Reports on environment and energy audits submitted by the auditing agency	
Certification by the auditing agency	
Certificates of the awards received	
Any other relevant information	

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

C. Any 2 of the above

File Description	D
Geo tagged photographs / videos of the facilities	
Policy documents and information brochures on the support to be provided	
Details of the Software procured for providing the assistance	
Any other relevant information	

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

The institute is proactively taking efforts to provide an inclusive environment. Initiatives are to promote better education, economic upliftment of the community and communal harmony. With this aim in mind, the institution organizes year-wise activities that aim to see that not a single student is or feels left out of the process. Birthdays of Cultural figures, and are especially sensitive to their linguistic or religious. Local cultures and national cultures are celebrated. Students are sensitized towards responsibilities. We function as a community where we include all. Economic diversity is also kept in consideration.

With these aims in mind Prabhu Jagatbandhu College celebrated Student week of January 2024. In this connection, an Annual and cultural competition was organized on 19th and 20th January, 2024. Not only were various scholarly and economically unsound sounds discussed but through quiz, elocution and competitions the students were encouraged to express their awareness. Meetings with parents also led to the establishment of an environment of trust.

File Description

Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)

Any other relevant information

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations and responsibilities of citizens

The college attempts to promote Constitutional values, rights, duties and responsibilities of citizens to the students through various programmes and events over time.

Celebration of Independence Day or Republic Day in the institution develops patriotism amongst the students as well as the employees. On 15th December, a health check-up camp had been organised by the NSS unit at the Ks committee building. The institution also celebrates its Foundation Day with prompt and pleasure every year. World environment day has been celebrated on 5th June.

File Description

Documents

Details of activities that inculcate values; necessary to render students into responsible citizens

<https://sites.google.com/view/pjc>

Any other relevant information

https://pjc.ac.in/index.php?option=com_content&view=article&id=123

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

C. Any 2 of the above

programmes for students, teachers, administrators and other staff	4. Annual awareness programmes on Code of Conduct are organized
File Description	
Code of ethics policy document	
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	
Any other relevant information	

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

The college celebrates birth and death anniversary of many great persons like Swami Vivekananda, Rabindranath Tagore, Rishi Aurobindo remembering the betterment of our nation. Teacher's day has also been celebrated remembering the birthday of Dr. Sarvepalli Radhakrishnan. The college organizes special events, functions and lectures to observe days of national and international significance. For instances, Independence Day, Republic Day are observed in addition with that, the college observes international Women's Day once a year to honour the incredible achievement of the women across the globe. Environment day is observed on 5th June for encouraging worldwide protection of environment. Yoga day is observed on 21st June every year in the college under the leadership of NSS unit of the college. A lot of students of NSS unit participated in the program.

File Description
Annual report of the celebrations and commemorative events for the last (During the year)
Geo tagged photographs of some of the events
Any other relevant information

7.2 - Best Practices

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

Best Practice No. 1

Heritage Walk to help students, faculty, and the community connect with heritage, and heritage as well as educational enrichment, cultural preservation and community enrichment. Students from Social sciences, Humanities are encouraged to participate for the Heritage Walk. A seminar has been organized in collaboration with Sangrahalaya Samiti. Some eminent resource persons, historians, cultural experts highlighted their views on heritage historical events, architectural practices of Andul and other heritage sites of India. Around 600 students have participated in the seminar and heritage walk.

Best Practice No. 2

Motivating Advanced Learners to enhance the academic engagement, research and overall development by providing tailored support and opportunities for learning, fostering a culture of excellence and innovation. In an increasingly competitive environment, our institution recognized the need to provide additional support to advanced learners.

opportunities to advanced learners. These students, who consistently academic performance and potential, benefit from specialized programs cater to their advanced learning needs. International seminar/workshop organized in collaboration with reputed institute and some department India Meteorological Department (IMD), Bengal Economic Association (E students participated and presented paper in front of resource person presentation award.

File Description	Documents
Best practices in the Institutional website	https://pjc.ac.in/pdf/iqac/7.2.1_Best%20Practices%20in%20the%20Institutional%20Website.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and t

The NSS Unit of Prabhu Jagatbandhu College in collaboration with Dept taken initiatives of "Khestra Samikhya" (Field Survey). Khestra Samik unique and integral aspect of our institution's mission to foster a c regional studies and their socio-economic impact. This distinctive pr to the comprehensive analysis of local geographical, cultural, and ec leveraging our institution's strategic location and expertise in regi

The core of Khestra Samikhya lies in its interdisciplinary approach, of geography, history, sociology, and economics to provide students w perspective on regional dynamics. Through field studies, research prc engagement, students gain practical insights and develop solutions ta challenges and opportunities within their regions.

The Khestra Samikhya have been performed in Khestrapaltal under Mashi Sankrail Block of Howrah District at 11 A.M. on 27.09.2023.

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

7.3.2 - Plan of action for the next academic year

1. To mobilize resources for the construction of five storied building infrastructure by demolishing the heritage building. It is to be note plan has already prepared for this purpose.

2. To open different professional courses like BA Journalism and Mass in Computer Science, BSc in Microbiology, BSc in Biotechnology, MSW, Philosophy, History, Commerce, English, Education etc. BSc Hons in Bc and Nutrition, Physiology, BA in Psychology, etc.

3. To Prepare students for competitive examinations like SSC/NET/SET/ by introducing some classes from internal and external Faculty member institute.

4. To install another solar power plant.

5. To open the entrepreneurship development programme in collaborative self- help groups and state government institute for enterprise development.
6. To make the college campus as plastic free zone. For this purpose started solid waste management in our college campus.
7. To start the distance education programme in association with the department of reputed universities like Rabindra Bharati University/University.
8. To establish the student's hostel.
9. To open the B Ed course required for the students who are willing to pursue B Ed.
10. To construct a modern cycle stand and car parking including air purifier.