



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	NISTARINI COLLEGE, PURULIA
Name of the head of the Institution	Indrani Deb
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03252222064
Mobile no.	9434009555
Registered Email	collegenistarini@gmail.com
Alternate Email	contactindranideb@gmail.com
Address	Nistarini College Principal's Qtrs Deshbandhu Road
City/Town	Purulia
State/UT	West Bengal
Pincode	723101

2. Institutional Status																									
Affiliated / Constituent			Affiliated																						
Type of Institution			Women																						
Location			Urban																						
Financial Status			state																						
Name of the IQAC co-ordinator/Director			Nandadulal Sannigrahi																						
Phone no/Alternate Phone no.			03252222064																						
Mobile no.			9434130403																						
Registered Email			sannigrahinanda@yahoo.in																						
Alternate Email			collegenistarini@gmail.com																						
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)			https://www.nistarinicollege.ac.in/wp-content/uploads/2021/03/AQAR_report_18_19.pdf																						
4. Whether Academic Calendar prepared during the year			Yes																						
if yes,whether it is uploaded in the institutional website: Weblink :			https://www.nistarinicollege.ac.in/wp-content/uploads/2021/01/academic_calendar-2019-20.pdf																						
5. Accrediation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B++</td> <td>82.5</td> <td>2004</td> <td>16-Sep-2004</td> <td>15-Sep-2009</td> </tr> <tr> <td>2</td> <td>A</td> <td>3.13</td> <td>2016</td> <td>05-Nov-2016</td> <td>04-Nov-2021</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B++	82.5	2004	16-Sep-2004	15-Sep-2009	2	A	3.13	2016	05-Nov-2016	04-Nov-2021
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
				Period From	Period To																				
1	B++	82.5	2004	16-Sep-2004	15-Sep-2009																				
2	A	3.13	2016	05-Nov-2016	04-Nov-2021																				
6. Date of Establishment of IQAC			17-Jun-2006																						
7. Internal Quality Assurance System																									
<div> Quality initiatives by IQAC during the year for promoting quality culture </div>																									

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Three memorial lectures organized to celebrate Foundation Day	10-Aug-2019 1	342
NAAC-sponsored seminar on	05-Dec-2019 1	163
No Files Uploaded !!!		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
View File				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

Yes

If yes, mention the amount

53153

Year

2020

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

No Data Entered/Not Applicable!!!

[View File](#)

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

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
View File	

14. Whether AQAR was placed before statutory body ?	Yes
---	-----

Name of Statutory Body	Meeting Date
Governing Body	12-Feb-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
---	----

16. Whether institutional data submitted to AISHE:	Yes
--	-----

Year of Submission	2020
--------------------	------

Date of Submission	08-Feb-2020
--------------------	-------------

17. Does the Institution have Management Information System ?	No
---	----

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The curriculum for the UG and PG courses are framed by the University as per the CBCS semester system. Whatever opportunity there is of modification of the syllabus, is done by the Board of Studies, and many of our teachers are members in the Boards of Studies of various subjects. The UGC permits 10% local modification of the UGC syllabus, and this 10% has been effected in this university, keeping in mind local considerations. The departments insist on a teaching plan from the teachers, who teach their part of the syllabus according to this plan. One class per week per teacher is earmarked for meeting their mentees. Remedial measures are taken for slow learners, and tutorial classes for advanced learners. Strict measures are taken so that the teachers complete their syllabus as per the stipulated number of classes earmarked in the University-sanctioned syllabus.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
1) Certificate	Nil	03/08/2019	180	1) This course has	A Beautician's

course in
Beauty
treatment

been chosen
for
training,
because the
market
demand is
very high,
and the
students
will have an
opportunity
for both sel
f-employment
and for
being
employed in
beauty
parlours and
outlets.

course
requires
skills that
can be
acquired
only through
training in
a scientific
manner. As
such, we
have tied up
with La
Belle Beauty
Parlour for
conducting
the course
at a nominal
charge. Only
those
students who
pass in the
course-e

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	English, Bengali, Sanskrit, History, Economics, Philosophy, Political Science, Education, Geography, Music, Physical Education, Hindi	01/07/2019
BSc	Physics, Chemistry, Mathematics, Computer Science, Environmental Science, Botany, Zoology, Nutrition	01/07/2019

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

	Certificate	Diploma Course
Number of Students	22	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled

Beautician course	03/08/2019	22
No file uploaded.		

1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Zoology	18
BSc	Zoology	18
BA	Geography	25
BSc	Botany	33
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Nil
Employers	Nil
Alumni	Yes
Parents	Nil

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

Feedback Obtained
Online students' feedback forms are distributed among the Honours students, where writing the names and roll numbers is optional. The students, therefore, are very candid in their assessments. The feedback forms are analysed by the IQAC, and the results are put up on the college website. After analysis, the results are placed before an IQAC meeting, where the members put forward suggestions for improvement. The Principal is empowered to act on the basis of these suggestions. Three meetings of the Alumni Association were held during the period 2019-20 – on 14/07/2019, 24/11/2019, and 22/03/2020. Feedback forms were distributed among the alumni, and the filled-up forms were analysed by the IQAC.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Bengali Honours	84	315	75
BA	English Honours	93	181	69
BA	Sanskrit Honours	69	115	65
BA	History Honours	84	179	87
BA	Political Sc.	84	136	80

	Honours			
BA	Philosophy Honours	69	112	62
BA	Economics Honours	30	52	25
BA	Education Honours	40	76	40
BA	Geography Honours	55	85	36
BA	Music Honours	45	32	17
View File				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	4877	69	74	Nil	7

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
81	64	Nil	4	1	Nil

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

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

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

Mentor-mentee allotments have been made in the various departments. One class has been allotted per week to every teacher to meet their mentees and provide guidance in academic matters and personal problems. In the three hostels reside 268 students. The general mentor for these students is the hostel superintendent, who provides advice regarding inclusive thinking among the inmates. Students come from varied backgrounds, and sometimes have problems adjusting. Students coming from interior rural areas also have problems getting used to proper toilets and hygienic systems. These students also have to be counselled. Also, several personal problems are brought to the notice of the superintendent, who tries to provide solutions by calling the guardians and speaking to them about their wards. One doctor and one psychologist come in every week for student counselling. These doctors spend time both inside and outside the hostels, so that the general students can consult them if they so wish.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4877	81	1:60

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned	No. of filled positions	Vacant positions	Positions filled during	No. of faculty with
-------------------	-------------------------	------------------	-------------------------	---------------------

positions			the current year	Ph.D
44	39	5	1	16

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Indrani Deb, winning State-level award	Principal	"Shiksha Ratna Puraskar", awarded by West Bengal Government, on 5th September 2019
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
BA	Nill	2019	30/04/2019	27/06/2019
BSc	Nill	2019	30/04/2019	27/06/2019
No file uploaded.				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college has a well-planned system of continuous evaluation internally. It must first be noted that 10 marks per paper is allotted for internal evaluation in the CBCS semester system. Of these 10 marks, 3 marks are allotted for class attendance, and 7 for internal examinations, or tutorials, or classroom assessment. Our college opts for internal examinations, conducted centrally for Programme Courses, and departmentally for Honours courses. As each internal examination is conducted semester wise, such general examinations are held twice a year. Apart from this, there is the less-documented classroom assessment on a regular basis, and tutorial / remedial assessments in the classes allotted for mentee meets. Taken together, a continuous evaluation is held throughout the year.

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

An academic calendar is prepared and distributed at the beginning of the year, and distributed during admission to the 1st year class. It is also distributed among all the students of the senior semesters. This calendar contains information about the probable dates of the internal examinations for each semester, and an attempt is made to adhere to these dates. As such, all students are informed well in advance about the probable dates of their due examinations. All other important regular dates and programmes are mentioned in the Academic Calendar. For example, dates of the days to be celebrated, Sports Day, Annual Prize Day, date of the Induction meeting for 1st Year students, dates of holidays, etc, are all informed in the academic calendar. The number of proposed working days in the year is also calculated and informed to the students.

2.6 – Student Performance and Learning Outcomes

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

<https://www.nistarinicollege.ac.in/co-po-pso/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
MUSH	BA	Music Honours	17	8	47
SNSH	BA	Sanskrit Honours	47	35	74
ENVH	BSc	Environmental Science Honours	10	10	100
ZOOH	BSc	Zoology Honours	8	6	75
COSH	BSc	Computer Science Honours	8	4	50
CHEH	BSc	Chemistry Honours	4	3	75
PHYH	BSc	Physics Honours	5	4	80
BOTH	BSc	Botany Honours	17	14	82
NUTH	BSc	Nutrition Honours	15	14	93
MTMH	BSc	Mathematics Honours	12	9	75

[View File](#)

2.7 – Student Satisfaction Survey

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

<https://www.nistarinicollege.ac.in/wp-content/uploads/2021/04/SSC.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
View File			

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

Department	Number of Publication
No Data Entered/Not Applicable !!!	
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the	Name of	Title of journal	Year of	h-index	Number of	Institutional
--------------	---------	------------------	---------	---------	-----------	---------------

Paper	Author		publication		citations excluding self citation	affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Plantation Programme with Nehru Yubakendra, Purulia on 22.7.19	Nistarini College with Nehru Yuva Kendra, Purulia	6	132
Awareness programme on Forest Ecosystem on 24.7.19	Nistarini College with Tapananda Rural Development Society	1	25
Awareness programme on Dengue Prevention on 30.7.19	Nistarini College with CBCEE	7	237
Swachhata Pakhwara from 01.08.19	NSS adopted villages with Tapananda Rural Development Society	16	193
Organized Workshop with District Colleges for District Youth Parliament, 2019-20 on 13/08/19	Nistarini College with Department of Parliament Affairs, West Bengal, Office of District Magistrate, Purulia, and SKB University.	16	250
Celebrating of NSS Day	Nistarini College NSS adopted Villages and NSS SKB University.	8	367
Self Defence training for students from 16.08.19 to 02/09/19	Nistarini College NSS Units	16	107
Observed World	Nistarini College	8	102

Wild life Day on 03/12/19	NSS Units and CBCEE		
Celebration of National Youth day and Birth day of Swami Vivekananda on 12.01.2020	Nistarini College NSS Units and Tapananda Rural Development Society	36	147
Participation of one NSS volunteer in National Youth day on 12/01/2020	Luknow University,UP	1	1
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
District Republic Day Parade	1st Prize	District Magistrate	18
NCC CATC XVII	1st Prize in Group Dance	NCC	7
NCC NIC II	1st Prize in Group Dance	NCC	7
NCC NIC I	1st Prize in Group Dance	NCC	7
2nd International Samurai Cup	3rd Prize	Medinipur Karate Institute	1
Oyama Cup (Karate)	3rd Prize	Kolkata Kyokushin Institute	1
District level Inter-College Athletic Meet	Runner up	Director of Public Instruction	17
District level Kabaddi Championship	Winners	Director of Public Instruction	7
District level Kho-Kho Championship	Winners	Director of Public Instruction	7
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachhwata Village, Swachha Bharat Summer Internship dated from 08.0.07.2019 to	Regional Director of NSS,Kolkata,SKB universit	Swachhata awareness	1	18

30.08.2019				
Swachhwata pakhwara Dated from 01.08.2019 to 15.08.2019	NSS and collaboration with Purulia Municipality and District Science Centre	15days activity based programme	4	289
Swachhwata Abiyan 03.09.2019	NSS and Purulia Municipality	Saheb bandh cleaning	2	178
Awareness programme for sanitation at 04 adopted villages 08.09.2019 to 14.09.2019	NSS and Collaboration with local clubs	Create awareness among village community	2	42
Seminar on handicraft and fashion design from waste materials 04.12.19 to 12.02.20	NSS and Fevicol Corporate Ltd	Seminar on career development and Personality Management	18	325
Cleaning of Nibaran Sayor and its catchment area. 05.02.2020	NSS collaboration with Purulia Municipality and Tapananda Rural Development Society.	Cleaning of Nibaron Sayor	3	74
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Educational and Social	Linkage with NSS	Tapananda Rural Development Society	26/05/2020	31/12/2020	NSS

Health, education, and training programmes	Linkage with NSS	Purulia Pratigya Foundation	07/03/2020	31/12/2020	NSS
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Tapananda Rural Development Society	26/05/2020	Educational and Social Work	400
Purulia Pratigya Foundation	07/03/2020	Health, Education and Training Programmes	400
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
30	26.6

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Newly Added
Campus Area	Existing
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Library Management System	Fully	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	23978	Nill	676	155450	24654	155450

Reference Books	6335	Nill	314	179914	6649	179914
Journals	26	Nill	Nill	Nill	26	Nill
View File						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	103	6	103	2	2	16	87	60	39
Added	12	0	12	0	0	0	12	0	0
Total	115	6	115	2	2	16	99	60	39

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

60 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
25	22.04	10	7.2

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

Physical, academic, and support facilities are maintained and utilized with the help of various sub-committees and various departments, including the library. These work as follows - 1) The Purchase committee : The convenor of the Purchase sub-committee is the convenor of the IQAC. Each department submits their requisitions to the Convenor as and when required. After a short interval the Convenor calls a meeting where requisitions for purchases are recorded and estimates placed. 2) The Building Committee : This Committee oversees old buildings and construction of new facilities. It prepares estimates and places

its requisitions for funds to the Finance Committee. The Building Committee has as a member the District Engineer and an SAE, who is the paid overseer of the college. 3) The Finance Committee : This is the most important committee under the supervision of the Governing Body. All estimates are placed in the Finance Committee, and funds allotted for each requisition. 4) The Library Committee : The Library Committee oversees all administrative aspects of the college library, including policy matters, problem solving, and new schemes. 5) Other facilities like laboratories are maintained by the departments with the help of laboratory staff like laboratory attendants and sweepers. A stock register is maintained, and instruments are regularly kept up to date. Sports infrastructure is maintained by the Physical Education department, and the Music instruments are maintained by the Music department.

<https://www.nistarinicollege.ac.in/infrastructure/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Half-free and full-freeship	Nill	Nill
Financial Support from Other Sources			
a) National	1. Gita Ray Educational Trust 2. Saibal Kumar Das Fund	12	25000
b) International	Robert and Elizabeth Meagher Trust	4	28000
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Yoga and Meditation Camp	18/01/2020	100	Drpt. of Physical Education and NSS Units
Bratachari Camp	26/08/2019	120	Bengal Bratachari Society and Dept of Physical Education
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Short term	145	145	Nill	Nill

	Training on Fashion Designing, Handicraft				
2019	Beautician Course with La Belle saloon	22	22	Nill	Nill
View File					

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
Saraswati Puja	College	2879
Annual Cultural Competitions	College	193
Annual Social	College	1275
Badminton competition	College	22
Kho-Kho competition	College	72
Kabaddi competition	College	72
Annual Sports	College	237

No file uploaded.

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

All academic and administrative bodies of the college, including the Governing Body of the college, are constituted with students' representatives. As per government regulation, the six sub-committees under the Students' Union are - Cultural, Sports, Magazine, Vigyan Mancha, Students' Welfare, and Common Room. Each committee is headed by a teacher, along with a complete sub-committee constituted by the Teachers' Council. Basically, all these activities are conducted by the students, under the supervision of a teacher along with a sub-committee. Apart from these activities, students' representatives are also there in the Governing Body, in the IQAC, and the Hostel Committee. The representative in the Governing Body and the IQAC can give her suggestions on all aspects of the college. The Hostel representatives are taken from each of the First, Second, and Third Year student inmates in the hostel. The Saraswati Puja Committee in the college, also consists of students, primarily, and bhog is distributed to almost 2500 students on the occasion of the Puja.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

1322

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

10000

5.4.4 – Meetings/activities organized by Alumni Association :

Three meetings have been organized during 2019-20 - on 28/07/2019, on 24/11/2019, and on 23/02/2020. Apart from these meetings, there were some programmes that were organized throughout the year. On 11/08/2019, a Blood Donation Camp was organized by the Alumni Association, in collaboration with NSS. On 28/01/2020, a Drawing Competition was organized by the Alumni. On 27/02/2020, there was a programme for free book distribution to poor students of the college.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The two practices of decentralization and participative management are as

follows : 1) The general work of the college is divided into 10 heads by the Teachers Council, and into 8 heads by the Governing Body. Each head has a sub-committee in charge of it, consisting of teachers and non-teaching staff. The ten heads under the Teachers' Council are - Culture, Sports, Magazine, Library, Common Room, Vigyan Parishad, Students' Welfare, Examination, Routine, and Infrastructure Maintenance. The eight heads under the Governing Body are - Finance, Purchase, Building, Provident Fund, Admission, Canteen, RUSA, and IQAC. Each sub-committee does its own work from planning to implementation, and is answerable to the Teachers' Council or the Governing Body as the case may be. Budgetary allocation is done by the Finance Committee, as and when the requisition is submitted to it. 2) All official work, too, is divided among the office staff for reasons of good management. For example, the examination work done by the office is divided among the various staff by the Head Clerk, and each does his part for smooth running of the examination system. The same is done with other jobs like scholarships and university-related jobs. The office is divided into the Accounts section and the Students' Section, so that the relevant work is done by the person in charge of that job.

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Human Resource Management	There are various cells in the college to cater to the management of human resource. The Career-Counselling Cell organizes programmes for training and placement of the students. The Communicative English programme is managed by the Career-Counselling Cell. Other training programmes like the Handicrafts Course and the Beautician Course are also co-ordinated by the Career-Counselling Cell. Apart from this, there is the Equal Opportunity Cell, which organizes programmes to teach the students about gender equality and social opportunities for women. All academic departments have Skill-Enhancement Courses as a part of the CBCS curriculum, which are aimed at improving the skills required for the job market in those subjects.
Industry Interaction / Collaboration	Industry interaction and collaboration is usually conducted for the Environmental Science and Nutrition departments. For 2019-20 the collaborations have been with the following - 1. Kalyaneshwari Water Works, Kalyaneshwari, Barakar. 2. ICDS Centre, Baranti, Muradi, Purulia
Admission of Students	Admission of students is totally on merit basis, and online, to ensure transparency. No offline admission takes place in the college. Lists are

published online one after the other, as per merit, and department-wise. Previously, forms were filled up online, and counselling of the students were held offline. This too has been changed, and the entire process is conducted online.

Curriculum Development

The curriculum followed in the college is framed by the university, and not by the college. However, most of the senior teachers in every department are a part of the syllabus committee of their respective subjects, and as such, have a hand in the framing of the syllabus. The general syllabus is based on the CBCS syllabus framed by the UGC, and minor additions and alterations are added to it to suit the local needs. Any subsequent alterations are done by the Board of Studies in the University, and the teacher participants in the Board of Studies are directly involved in effecting them.

Teaching and Learning

All the full-time teachers of the college are an integral part of the Teachers' Council, which meets from time to time (about eight or nine times in a year) to plan and discuss matters relating to academics and the sub-committees under it. All policy matters regarding academics are framed by the Teachers' Council. An example is that, when the CBCS semester system was launched in 2017-18, the college hours were from 10.30 a.m. to 5.00 p.m. The teachers realized that, if the syllabus is to be completed in such a short time as six months, then more classes should be provided in the routine. The Council resolved that the routine hours should be from 10.00 a.m. to 5.00 p.m., and this was ratified in the Governing Body. From the 2018-19 session, therefore, the hours have increased. Apart from such decision, all planning regarding examinations and evaluation is carried out by the Council. Use of e-resources is encouraged, and computers provided for the use of departments. After lockdown on 15th March 2020, the Teachers' Council took the initiative to provide online classes to the students.

Examination and Evaluation

Semester-end examinations are conducted by the University, with some colleges as centres. This college is a

major examination centre, accommodating two colleges for such examinations. Ever since the CBCS semester system has started, internal examinations are being given increased value, as 10 marks for every 50 marks are added from internal evaluation. As such, internal evaluation is given great priority in the college. The Honours departments allocate marks on the basis of departmental examinations or students presentations / projects / practicals, and the examinations for the Programme Courses are conducted centrally by the Examination sub-committee.

Research and Development

Three teachers have acquired their Ph.D degree during the session 2019-20, and three other teachers are at present pursuing their Ph.D. Dr. Indrani Deb is an approved Ph.D guide of the SKB University, and her scholars use the college library if necessary for their Ph.D work. Dr. Avijit Mistry, too is an approved Ph.D guide, and his scholars are given the benefit of the College library and the Geography laboratory for their Ph.D. work.

Library, ICT and Physical Infrastructure / Instrumentation

Library : Library books are being purchased as per new CBCS syllabus. As such, new books for all departments are being purchased according to the lists received from the various departments. The library is fully automated, and there are computers with internet for the use of the students in a computer corner in the library. ICT : The Office, library, and all departments are fully computerized, and all online activities are carried on according to need. The entire college campus has internet connection. Wi-fi facility is provided for teachers and office staff. Computers are purchased and maintained as per need. Physical Infrastructure : Departmental instruments are being purchased as per new CBCS syllabus. Apart from that, new buildings are being constructed from RUSA and State Government grants, to cater to the shortage of classrooms for the students. All necessary infrastructure will be provided in these new classrooms for the benefit of students. New toilets are also being constructed in the new classroom blocks. The Physical Education department is equipped with all necessary sports

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

E-governance area	Details
Planning and Development	<p>Planning and development in the college is effected through a number of committees of which the primary committees are the IQAC and the Teachers' Council. The other major committees are the following - a) The Building Committee : All work connected with new or old buildings is done through the Building Committee, which includes the District Engineer and a registered architect for necessary advice. b) The Purchase Committee : All purchases of books and equipment have to be approved through the Purchase Committee. All quotations and tenders are also handled by the Purchase Committee. c) The Finance Committee : Funds are earmarked for buildings and purchases through the Finance Committee. All financial decisions are also taken through this committee before being approved by the Governing Body. d) The Governing Body : This is the highest body in the college, and all decisions, included financial decisions are finally approved in the Governing Body.</p>
Administration	<p>The highest administrative body of the college is the Governing Body, to which all issues regarding planning, finances, administration, and discipline are referred. The Governing Body is headed by the President of the Governing Body (at present, Dr. Subal Ch. De), and consists of the Principal as Secretary, three representatives of the teaching staff, one representative of the non-teaching staff, two nominees of the Government, one nominee of the State Council of Higher Education, and one Students' Representative. Apart from the Governing Body administrative decisions regarding academics are taken by the Teachers' Council. The entire office of the college, and the central library are computerized. Online methods of communicating with the students and the staff are implemented constantly. There are WhatsApp groups for the teachers and the Honours students, and connectivity with them is therefore increased. The office software works through online mode, and</p>

	can be accessed throughout the college, and also from outside. Internet services are given free of cost to all departments, the office, and the library. Students have an internet corner, where they can use the internet free of cost.
Finance and Accounts	All Financial decisions are taken by the Governing Body of the college, on the recommendation of the Finance Committee of the college. Accounts are maintained by the Accountant, and then placed in the Finance Committee and Governing Body for approval. All other financial recommendations are placed by the Purchase Committee and the Teachers' Council. The entire financial system of the college is computerized and runs on the office software CAMS.
Student Admission and Support	Admission of students, from form fill-up to payment of fees, is entirely online. No student has to come to the college for any admission purpose. Support and advice regarding admission is given through email (at all times) and mobile phone service (during office hours). As such, the admission process is entirely transparent.
Examination	Examinations held in the college are either external (university exams) or internal (the marks of which have to be sent to the university for tabulation of marks). University examinations are held semester-wise at external locations. Internal examinations are held through the following means - examination, class performance, assignments, or practicals (for practical-based subjects). These marks are then uploaded online in the university portal for computation of the semester results. A lot of importance is given to internal examinations in the college, so that the students may be evaluated continuously throughout the semester.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
------	-----------------	--	--	-------------------

No Data Entered/Not Applicable !!!

No file uploaded.

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
97th Orientation Programme in UGC HRDC, Ranchi University, Ranchi	1	04/09/2019	24/09/2020	21
Refresher course on "Linguistics" (All subjects, in UGC HRDC, Ranchi University, Ranchi	1	23/07/2019	05/08/2019	14
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	1	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Staff quarters provided for teaching staff. 2. Government health scheme for teaching staff 3. Use of college vehicle for personal use on payment of hiring charges.	1. Government health scheme for non-teaching staff. 2. Use of college vehicle for personal use on payment of subsidized hiring charges.	1. Half-free and full-freeship for 10 of students. 2. Other scholarships and stipends donated by other respected donors. 3. Career-counselling for all students. 4. Communicative English and Computer courses for all

interested students. 5. Karate training for all students. 6. All sports infrastructure for sports and games. 7. Separate departmental libraries for easier access to books. 8. College magazine for publication of students' contributions.

6.4 – Financial Management and Resource Mobilization

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

Every year external audit is conducted by a government-appointed auditor, and the audit report submitted to the government. So far audit has been completed till 2018-19. There is an internal method in place for regular auditing of accounts. The Accountant and Bursar first check all accounts and then bills are sent to the Principal for approval. All financial decisions are taken by the Finance Committee, which includes as its members the President of the Governing Body and a Government nominee. As such, there is a definite mechanism for a continuous system of audit internally.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

40000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	Teachers Council
Administrative	No	Nill	Yes	Governing Body

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

The following support has been obtained from the Parent-Teacher Association –
a. Discussion on the progress of the students in the examinations. b. Discussion on problems relating to library and laboratory use. c. Discussion on improved infrastructure.

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

1. Festival advance and ex-gratia are given to support staff. 2. Medical leave is granted to support staff. 3. All college internal facilities like college vehicle are availed of by the support staff.

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

Two classroom blocks with 7 classrooms construction completed. 2. Wi-fi / Internet connection in all the departments of the college. 3. Career-counselling programmes increased. 4. E-enabled fee submission for students. 5. Online office software introduced. 6. Three memorial lectures organized on the Foundation Day of the college.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Three memorial lectures organized to celebrate Foundation Day	Nil	10/08/2019	Nil	322
2019	NAAC-sponsored seminar on "Development of Curriculum and Quality Enhancement in Accordance with Women's Education"	Nil	05/12/2019	Nil	163
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Celebration of International Womens Day	08/03/2020	Nil	146	12
Awareness Programme on COVID 19 pandemic and	09/03/2020	18/03/2020	25	4

rules of prevention at College campus and adopted villages through poster and banners

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

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

No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nil
Provision for lift	No	Nil
Ramp/Rails	Yes	2
Braille Software/facilities	No	Nil
Rest Rooms	Yes	1
Scribes for examination	Yes	5

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
View File							

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

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Awareness programme on Forest Ecosystem	24/07/2019	Nil	26
Swachhata Pakhwara,	01/08/2019	15/08/2019	209
Celebration of international Youth Day	12/01/2020	Nil	183
Distribution of mask and hand	12/03/2020	20/03/2020	19

sanitizer in vegetable market and adopted villages			
Helping at community kitchen at Tambuli samity	08/04/2020	26/04/2020	39
Feeding and Looking after street animals in locatity	20/04/2020	12/06/2020	9
Helping at community kitchen at Tambuli samity at Upper Nadiha Durga Puja Committee	24/04/2020	28/05/2020	20
View File			

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

1. Tree plantation programmes are undertaken every year during Forest Week in the 2nd Week of August, to enhance the green environment of the college. This college is one of the greenest colleges in the state of West Bengal, and this programme is aimed at enhancing the greenness.
2. Rain-water harvesting plant is established in the college.
3. Garbage disposal vats are in place, and are continuously cleared in proper hygienic manner, in the college hostels and the lab-based departments like Chemistry and Zoology.
4. The Environmental Science department of the college works round the year to maintain proper environmental standards in the college.
5. Continuous sensitisation of the students by the NSS, to ensure cleanliness and hygiene in the college campus and in the adopted villages.
6. After the entry of COVID-19, various sanitization and sensitization programmes are organized for the benefit of the students and the greater community

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

<p>1. "Conducting of Saraswati Puja by Girl Students". As far as memory goes, Saraswati Puja has been celebrated in this college. The Goddess Saraswati is the goddess of learning and the arts, and her puja is celebrated on the initiative of the students, though the staff also participate enthusiastically. For the last ten years this Puja has been celebrated in the Auditorium, so that it is accessible to the general public and to parents and guardians as well. However, till the year 2010, this Puja had been conducted the traditional way, with a hired male priest. From 2010 onwards the college has decided to conduct the Puja with the students as priests. This has been envisaged as a part of the purpose to empower girls, and encourage them to make inroads into male-dominated professions. When the idea first took root in the imagination of the Principal, she discussed it in the Teachers' Council. That was in 2009. It met with stiff resistance from several male teachers, particularly those of the Sanskrit Department. We could not implement it that year. The next year, that is, 2010, the girls were encouraged to conduct the Puja themselves. Two</p>
--

students learnt the manner and Sanskrit chants, and did a good job of it. The move received a lot of hype from local newspapers. The same was done in 2011. From the year 2012, the college decided to go one step forward - there would be a training session in the college itself, for seven days, and about ten students would be trained by a Sannyasi of Ramkrishna Mission. This gave a completely new dimension to the move, and the Puja therefore became qualitatively better. The same was done this year as well. To organize Saraswati Puja with girl priests is an innovative step, aimed at assisting the empowerment of girls, and give them encouragement to encroach on male-dominated fields or professions. In Purulia, one of most backward districts of the country, using girl priests for a public puja is absolutely unheard of. The fact that it is successful has been tested ever since 2010, but this year we went one step forward, and arranged for expert trainers for the priests who would conduct the Puja. The success of this venture is seen in three ways - a) The manner of conducting the Puja was technically faultless. b) The general public accepted the matter wholeheartedly, and several people from outside came to the college for Pushpanjali. c) The students showed great enthusiasm, and came in large numbers to attend the Puja. The Saraswati Puja of Nistarini College has received wide coverage in local newspapers. A Saraswati Puja fund is created at beginning of each year from the fees collected from the students.

This fund is used both for the Puja and the Khichuri Bhog. As such, even without too much luxury, this fund is enough to meet up with the costs. The only problem that has been faced regarding this step has occurred because of social superstition and narrowness of outlook. It is a sorrowful matter that a number of teachers (from the Sanskrit Dept) strongly opposed the move, and refused to attend the Puja. Even though most of the public accepted the idea enthusiastically, there were some local priests who openly opposed girls performing puja. But we are fortunate that this number is extremely low, and on the whole the students were given the message that girls can do anything. Any institution, without exception, can implement such programmes in the college.

In Women's colleges and girls' schools, especially, this idea can be implemented, and will be beneficial in the long run, to promote women's empowerment and prevent gender disparity. 2. "Earn While You Learn Scheme". The "Earn While You Learn" Scheme was devised to take care of two main issues - shortage of staff in the library, and a method to tackle the financial needs of poor students. During the last two years, one librarian has resigned from his post, having joined another college, and one library clerk has retired. One library peon had previously died in harness, and his post has not yet been filled, in spite of several applications to the government. As per government order, no casual staff can be engaged without permission from the government.

To find a solution to this problem, the Principal proposed in the Governing Body that 3rd Year students can be engaged against remuneration, to do service in the library. This will enable them to earn some money for their studies, and will also create support staff for the library. Poor students will be given preference. The main challenge was to find an acceptable solution for both the staff shortage, and for student welfare. During the peak months, when the college is in full swing, it became a genuine problem to cater to the large numbers of students who used the library. Moreover, the task of helping the students to access books, and to put back the returned books in their proper positions, was also becoming arduous without support staff. The Principal was continuously being flooded with complaints from the Librarian regarding staff shortage, and the problems she had to face in keeping the library in full working condition during the peak months. This led to the Principal to suggest that the students be given the chance to help out, and earn some pocket money in the process. The Librarian and the members of the Library Committee welcomed the proposal, and the Principal placed the proposal in the Governing Body for approval. After detailed discussion in the Library Committee meeting dated 20/11/2019, the proposal was placed in the Governing Body meeting dated

22/11/2019. Immediately after the Governing Body meeting the programme was initiated by a notification, requesting applications from the students of the 5th semester or 3rd Year Programme course. The interview of the applicants was held on 14th February 2020, and the list of selected participants was published on 17th February 2020. Twelve students were selected. They worked according to a roster, for a maximum of four hours per day, at Rs.50/- per hour. Two students worked everyday. When the Library Book Show was held, three students were called in to help. They worked for a total of 18 days before lockdown was declared because of the spread of COVID 19 virus. The total cost was Rs.7,400/-. Apart from this, each student was given an apron to differentiate them from the other girls of the college, and the cost of these aprons was Rs.3,660/- The biggest constraint that came up was the lockdown because of the corona virus. The programme was continuing with great success, but had to be stalled because all educational institutions were closed from 15th March 2020. The Librarian was happy with the help she received from the students, and the programme will have to continue after the college opens after the lockdown. The biggest success of the "Earn While You Learn Scheme" was that it fulfilled both the requirements for which it was initiated – the problems of under-staffing in the college library, and student welfare. The students of the final year Programme Course were chosen because, first, they are maturer than the others, and secondly, they have more time on their hands than the students of the Honours course. Also, there are many students of the Programme course who come from poor families. All these issues were dealt with through the scheme. The teachers were also happy because these students got an opportunity to handle books, which, they thought, would develop a love in them for books. They would also get an opportunity for meaningful and responsible work. All these benefits were noticed from the implementation of this scheme. The Librarian and the teachers are determined that this scheme will be continued as soon as the college opens after lockdown. For implementing this Best Practice, what must be remembered is the fact that the Library, along with the Library Committee, has to ensure that needy students get the first chance to work in the library against payment. To find students who are both needy and efficient is not an easy job, and a long process has to be in place to obtain applications, to process these applications, to call an interview of these students, and to finally select the right persons for the job. Also, the Principal must ensure that budgetary provisions are made for the scheme after the lockdown is lifted.

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

https://www.nistarinicollge.ac.in/wp-content/uploads/2021/08/Healthy_Practices_2019-20.pdf

7.3 – Institutional Distinctiveness

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

The vision of the institution is connected with the development and empowerment of girl students, to make them capable citizens in today's world. To do this we have a host of schemes beyond the curriculum that the students have to study to obtain their degree. We have cultural and sports activities, and a college magazine in which the students can publish their creative output. Apart from this, there are free classes of computer, karate, and Communicative English. There are also NCC and NSS for the students. Here we would like to list the activities of the four units of the NSS, in which the students have excelled. Apart from working in the four adopted villages, the following activities have been conducted by the NSS in the college – 1. Taking literacy classes in the adopted villages. 2. Conducting community kitchens in various areas, to assist the poor people during COVID. 3. Feeding street animals during COVID. 4.

Plantation programmes in the college and also in the localities. 5. Conducting sensitization programmes regarding COVID in the whole of Purulia district. As a whole, all the students are taught not only to study and prepare for their future, but also to become good citizens of the world.

Provide the weblink of the institution

<https://www.nistarinicollge.ac.in/>

8.Future Plans of Actions for Next Academic Year

Some of the future plans of the institution are as follows -- 1) To increase use of computers in teaching and learning. 2) To make the campus Wi-fi enables. 3) To develop a central computer hub for students and teachers. 4) To maintain distance, keeping in mind COVID regulations in the taking of classes after lockdown is lifted. 5) To increase online classes during COVID lockdown. 6) To develop an e-library. 7) To increase webinars. 8) To develop an advanced learning zone for advanced learners and teachers. 9) To increase benefits for physically handicapped students. 10) To increase the number of toilets and drinking water outlets for students. 11) To keep better track of pass out students through the Alumni Association of the college.