



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

MUNSHI PREMCHAND MAHAVIDYALAYA

**DASHARATH PALLY, 2ND MILE, SEVOKE ROAD, SILIGURI
734001**

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BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Munshi Premchand Mahavidyalaya, established in 2008, aims to foster academic engagement and upliftment of students in the Sevoke Road area of Siliguri. The college addresses the growing demand for higher education in the region. Centrally located near Sevoke Road, Siliguri, the college makes undergraduate education accessible to a large population in Siliguri and is well-connected by road, facilitating access for students from nearby towns and villages. Due to its strategic location, the college also shares proximity to the international Indo-Nepal border, and serves students from the hill and Dooars regions.

The college began its journey with 243 students and several guest and part-time teachers at Siliguri Shewmangal Memorial Hindi High School. Munshi Premchand Mahavidyalaya is affiliated with the University of North Bengal and holds a 12(b) accreditation from the University Grants Commission, adhering to university guidelines for all curricular and co-curricular activities.

Offering B.A. Honours and B.A. Programme courses under the CBCS framework, the college has recently initiated the Four-Year Undergraduate Program under the New Education Policy, providing Major courses in eight subjects. In addition to academic offerings, the college has active NCC and NSS units.

Our well-equipped library is accessible to all students and has been partially automated for better accessibility. Munshi Premchand Mahavidyalaya is the first in the region to introduce the smart card feature, allowing students to use their college identity card as their library card. Free Wi-Fi facilities are also available, enhancing access to various e-resources for knowledge enhancement.

Vision

Striving to inculcate the spirit of service alongside professional development and skills, Munshi Premchand Mahavidyalaya aims to empower students through state-of-the-art education, research, and extension, nurturing innovation, leadership, and national development.

Established merely a decade ago, the vision of empowering students remains the key thrust of Munshi Premchand Mahavidyalaya. True to our educational endeavor, we have endeavored to instill the spirit of service alongside the professional growth of our students. The college remains committed to building leadership, fostering conscious citizenry, and promoting active participation of students in furthering national developmental goals.

We encourage the development of a scientific temper with a special focus on individual, family, and community life. Our education aims to develop creative and critical thinking, nurturing innovation and excellence. Munshi Premchand Mahavidyalaya envisions its students acquiring global skills for entrepreneurship, professional proficiency, and improved quality of life.

Mission

The faculty at Munshi Premchand Mahavidyalaya has consistently strived to contemporize its academic content and implement new technological knowledge in the field of Humanities. Our courses address a wide range of academic disciplines within the Humanities, including languages and literatures, history, geography, politics, economics, and education.

Our curriculum is designed to help students develop key life skills essential for their future professional and societal roles. The experiences at our college are crafted to facilitate self-development, nurturing students to become aware, active, and enthusiastic members of society. We strive to:

- Accomplish the training and development of students for professional employment
- Generate an appreciation and respect for our cultural heritage and traditions, coupled with a critical orientation towards social and economic advancement
- Undertake the training of trainers and educators
- Give impetus to community outreach and extension

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Munshi Premchand Mahavidyalaya is dedicated to continually redefining humanities education to align with the evolving needs of students. The faculty possesses expertise in various contemporary methodologies and research techniques, staying updated with the dynamic research landscape.

Faculty members actively contribute to academic discourse through prolific publications in journals and books, complemented by their participation in workshops, seminars, and conferences. This engagement ensures that the college remains at the forefront of academic innovation and knowledge dissemination.

A strong emphasis on community outreach and extension activities fosters meaningful connections between theoretical learning and real-world applications. These initiatives offer valuable insights for enhancing development programs and policies, drawing from diverse stakeholder perspectives. Munshi Premchand Mahavidyalaya is committed to crafting education methodologies that cater to the specific needs of students and equip them for future workplace challenges.

Through strategic partnerships with institutions and organizations, including NGOs, the college facilitates student-industry collaborations, enriching their learning experiences and preparing them for a career-oriented approach to education.

Institutional Weakness

The growing diversity among students, alongside a wide-ranging admission process, presents a challenge in identifying individuals with the right aptitude for our programs.

The persistent shortage of permanent faculty members escalates the workload and administrative duties for existing staff. The absence of regular appointments disrupts departmental dynamics and hampers the professional advancement of the discipline.

The recruitment guidelines and roles of non-teaching staff are not aligned with ICT-based education, placing significant strain on educators utilizing these technologies.

Certain areas of the college premises remain undeveloped due to encroachments by squatters, obstructing the expansion of infrastructure. This issue needs urgent resolution to accommodate the growing needs of the institution.

Institutional Opportunity

In the coming years, Munshi Premchand Mahavidyalaya aims to leverage the expertise of its faculty members in developing value-added courses and implementing ICT-based course delivery.

Integration of Technology in Education

We envision utilizing technology through methods such as smart classrooms and a connected campus. These initiatives will facilitate the evolution of a flexible curriculum that caters to different strata of society and supports continuing education and professional development. Mobile technology and ICT tools will play a crucial role in extending our reach, ensuring professional enhancement, and providing educational opportunities to underserved populations.

Emphasis on Sustainable Development Goals (SDGs)

Our research efforts will place a special emphasis on Sustainable Development Goals (SDGs). We aim to convert existing research into actionable policies to achieve SDG targets. This represents a significant opportunity for the college to translate research findings into community interventions and policy development, benefiting national and international organizations and the government.

Strategic Objectives

- 1. Developing Value-Added Courses:** Formulate and implement courses that add significant value to our students' education, utilizing the diverse expertise of our faculty.
- 2. ICT-Based Course Delivery:** Enhance teaching and learning through ICT-based methodologies, including smart classrooms and mobile technologies.
- 3. Flexible Curriculum:** Evolve a curriculum that is adaptable to the needs of various societal strata, facilitating lifelong learning and professional development.
- 4. Research and Policy Development:** Focus on research that can result into actionable policies and community interventions.
- 5. Community Engagement:** Strengthen community engagement by applying research outcomes to develop interventions that address local and global challenges.

By pursuing these objectives, Munshi Premchand Mahavidyalaya will continue to advance its mission of

providing quality education, fostering innovation, and contributing to sustainable development.

Institutional Challenge

Munshi Premchand Mahavidyalaya operates in a resource-constrained environment, where faculty and administration adeptly balance the dual challenges of undergraduate teaching and administrative responsibilities.

Dynamic Course Curriculum

The introduction of a dynamic course curriculum under the Semester and CBCS (Choice Based Credit System) has added new dimensions and strengthened the teaching framework at the college. While these frequent changes can pose challenges due to limited funds and infrastructure, they also present an opportunity to contemporize education with evolving pedagogical approaches.

Diverse Student Population

Catering to a diverse student population presents specific challenges, including communication barriers and the non-availability of reading/course materials and teaching aids in multiple Indian languages. However, the diverse backgrounds of our teachers enable them to continuously strive towards overcoming these challenges, ensuring that all students receive a quality education.

Strategic Response to Challenges

- **Resource Management:** Despite operating with limited resources, the college effectively manages its assets to provide a conducive learning environment.
- **Curriculum Adaptation:** Embracing frequent curricular changes as an opportunity to modernize education, we integrate new pedagogical methods to enhance the learning experience.
- **Diverse Faculty:** Leveraging the diverse backgrounds of our faculty, we address communication challenges and work towards providing multilingual support and materials.
- **Innovative Solutions:** Implementing innovative solutions, such as ICT tools and mobile technologies, to bridge resource gaps and enhance educational delivery.

Commitment to Excellence

Through these strategic responses, Munshi Premchand Mahavidyalaya remains committed to providing quality education, adapting to pedagogical changes, and addressing the needs of a diverse student body. Our efforts ensure that the college continues to thrive and fulfill its mission of fostering academic excellence and inclusivity.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Munshi Premchand Mahavidyalaya, affiliated with the University of North Bengal, prioritizes holistic student development through a blend of academic excellence, community engagement, and ethical awareness.

Academic and Co-curricular Initiatives

- **Student Support:** Robust assessment procedures identify students in need of additional support, with remedial classes and continuous evaluations ensuring academic progress. 'Add-on' courses and online feedback mechanisms enrich the learning experience.
- **Co-curricular Engagement:** Activities such as NSS, NCC, cultural programs, and environmental initiatives foster social responsibility and skill enhancement.
- **Teaching Methods:** Varied teaching methods, including traditional and online approaches, ensure comprehensive learning experiences. Continuous evaluation methods promote student engagement and knowledge retention.

Development and Environmental Sustainability

- **Faculty Development:** Ongoing research and Faculty Development Programs equip faculty members with updated knowledge and teaching tools.
- **Environmental Awareness:** Environmental consciousness and sustainability are promoted through programs like tree planting and campus cleaning, organized by NSS and IQAC.

Inclusivity and Ethical Values

- **Inclusive Curriculum:** Professional ethics, gender equality, and environmental sustainability are integrated into the curriculum to promote ethical awareness and social responsibility.
- **Support for Diversity:** Financial assistance and support services are provided to economically disadvantaged and first-generation learners, ensuring equal opportunities for all students.

Community Engagement and Support

- **Student Welfare:** The college provides financial aid and support services to ensure the well-being and safety of all students. Committees like the Anti-Ragging Committee and Grievance Redressal Cell safeguard student rights.
- **Extracurricular Excellence:** Opportunities for sports, cultural activities, and industry collaborations enrich students' experiences and prepare them for future endeavors.

Institutional Commitment

Munshi Premchand Mahavidyalaya is committed to delivering quality education, fostering ethical values, and nurturing socially responsible individuals. The curriculum, guided by University North Bengal Ordinance, emphasizes human values, gender equality, and environmental sustainability. Faculty engagement and student feedback mechanisms ensure continuous improvement and relevance. Through a range of academic and co-curricular initiatives, the college aims to empower students to make positive contributions to society.

As a learning organization, we value feedback from both students and teachers, continually striving to enhance the teaching-learning process and adapt to evolving educational needs.

Teaching-learning and Evaluation

Munshi Premchand Mahavidyalaya employs a range of student-centric methodologies, leveraging ICT tools to enhance learning experiences. These include computer application training, personalized guidance in computer operation, access to digitized library resources, free campus-wide Wi-Fi, smart classrooms, online classes, and blended learning. Students actively participate in seminar presentations, utilize WhatsApp groups for peer learning, and benefit from audio-visual resources and ICT integration in presentations. The institution ensures fair and transparent evaluation through a comprehensive assessment mechanism, balancing internal assessment and end-semester examinations. Grievance redressal is conducted at departmental, college, and university levels, ensuring efficient handling of student concerns. Furthermore, Munshi Premchand Mahavidyalaya prioritizes program and course outcomes, fostering academic excellence through continuous evaluation, resource provision, and student support and counseling. This commitment to quality education is upheld through continuous improvement initiatives, ensuring that students receive a holistic and high-quality learning experience.

The college caters to a diverse student body, enriching the geographical, socio-economic, and cultural diversity within the institution. Efforts are made to provide an inclusive learning environment for students with special needs. During the Freshers' Welcome & Orientation Program, students are acquainted with program outcomes, internal assessment methods, and college facilities.

Students are encouraged to think critically and be innovative and creative in their approach to assignments, projects, and other tasks. A variety of instructional methods and active learning approaches are employed to promote constructive participation. The college library is regularly updated to provide students with better resources to meet the demands of a changing curriculum.

Teachers at Munshi Premchand Mahavidyalaya are committed to innovation and professional development. Despite being a small faculty, they strive to support students in every possible way.

Assessment is integrated into the learning process to achieve the desired learning goals of the courses. Continuous Internal Evaluation is conducted periodically, ensuring transparency and fairness through oversight by the Examinations committee. An effective grievance redressal mechanism is in place, and examination results reflect the improving performance of students from diverse backgrounds.

In addition to internal evaluation, the college adheres to the CBCS syllabi and evaluation method prescribed by the University of North Bengal, ensuring a systematic and methodical evaluation process that encompasses all aspects of student learning and desired outcomes.

Research, Innovations and Extension

Munshi Premchand Mahavidyalaya stands as a beacon of academic excellence and community engagement. While the college's research endeavors are still in their nascent stages due to its recent establishment, it places a strong emphasis on the development of its faculty and the motivation of its students. Annually, approximately three hundred undergraduate students walk out of its gates, equipped with knowledge and skills honed through

rigorous academic pursuits. Both faculty and students are deeply committed to achieving academic success, with faculty members often lending their expertise in various fields of their forte.

The college's extension activities are a testament to its commitment to addressing pressing social issues. Through initiatives led by the NSS Unit and faculty members, Munshi Premchand Mahavidyalaya tackles critical topics such as gender equality, nutrition, public health, education, and environmental sustainability. These endeavors not only enrich the learning experience but also instill a sense of social responsibility and civic duty among students.

Faculty members, with their wealth of knowledge and expertise, contribute significantly to their respective fields through a robust publication record. Many faculty members have completed doctoral research and continue to make meaningful contributions through books, journal articles, and seminar presentations. Their dedication to research extends beyond publication, as they actively integrate their findings and expertise into teaching methodologies, providing students with firsthand exposure to research and practical applications.

Munshi Premchand Mahavidyalaya is more than just an educational institution; it is a hub of research exploration and problem-solving. Through a supportive environment that fosters curiosity and innovation, both faculty and students are encouraged to explore research opportunities and tackle real-world challenges. With ample resources and guidance at their disposal, they embark on a journey of discovery, contributing to the collective pursuit of knowledge and societal betterment.

Infrastructure and Learning Resources

Munshi Premchand Mahavidyalaya prioritizes the holistic development of its students through comprehensive infrastructural facilities. With 18 well-equipped classrooms, including a modern smart room, the college fosters modern teaching practices. Sports facilities for outdoor and indoor activities promote physical well-being, while specialized laboratories like the Geography Laboratory facilitate practical learning. The college library, a focal point of academic activity, offers a vast collection of books and e-resources, complemented by IT facilities and Wi-Fi connectivity across the campus.

Faculty and administrative requirements are met with dedicated spaces like staff rooms and administrative offices, ensuring a conducive work environment. Additional amenities such as parking, canteen, water facilities, and security measures further enhance the overall experience. Continuous investment in infrastructure development is evident in the modern library management system and IT infrastructure.

The Munshi Premchand Mahavidyalaya Library serves as a vital academic hub, providing extensive resources and services to support teaching, learning, and research activities. With a focus on user engagement and community collaborations, the library remains committed to meeting the evolving needs of its stakeholders. Robust IT facilities ensure access to high-speed internet and modern teaching tools for both students and faculty members.

Through a blend of traditional and innovative teaching methods, Munshi Premchand Mahavidyalaya prepares its students and faculty for success in today's competitive academic landscape.

The infrastructure development policy of the college aims to:

- Create an enabling environment for the teaching-learning process equipped with ICT facilities.

- Regularly assess infrastructure needs to accommodate changes due to an increase in No. of students and the introduction of new courses.
- Continuously upgrade and maintain facilities in the college.

Construction and expansion of the college building are ongoing to accommodate additional classrooms and laboratories. The Building and Maintenance Committee, constituted by the staff council and approved by the College Governing Body as per UGC guidelines, oversees infrastructure development. It prioritizes student-centric decisions, including inclusive infrastructure features like ramps, specially designed toilets, and barrier-free movement for wheelchair users. Plans for additional classrooms and an expanded block are already underway to further support the college's growth and development.

Student Support and Progression

Munshi Premchand Mahavidyalaya stands out for its unwavering commitment to the holistic development and support of its students. This commitment extends beyond academic excellence to encompass various facets of student life, ensuring that each individual receives the necessary assistance to thrive during their college days.

Academic support is a cornerstone of the college's approach. Students are provided with tailored assistance to excel in their studies, whether through remedial classes, access to resources, or personalized guidance from faculty members. This proactive approach not only enhances academic performance but also instills confidence and a sense of achievement among students.

Moreover, the college recognizes the importance of nurturing soft skills alongside academic prowess. Through workshops, seminars, and practical experiences, students are equipped with essential skills such as communication, leadership, and problem-solving. This emphasis on holistic skill development prepares students for success not only in their academic pursuits but also in their future careers and personal endeavours.

Co-curricular activities play a vital role in enriching the student experience at Munshi Premchand Mahavidyalaya. These activities provide students with opportunities to explore their interests, showcase their talents, and develop valuable interpersonal skills. The involvement of a dedicated student council ensures that student voices are heard and their ideas are implemented, fostering a sense of ownership and belonging within the college community.

In addition to academic and personal development, the college is deeply committed to addressing the financial needs of its students. By facilitating access to state-aided scholarships and schemes like student credit cards, Munshi Premchand Mahavidyalaya endeavors to remove financial barriers to education. This proactive approach not only supports students from disadvantaged backgrounds but also promotes inclusivity and equal opportunities for all.

Overall, Munshi Premchand Mahavidyalaya's comprehensive support system reflects its ethos of empowerment and inclusivity. By prioritizing the well-being and success of its students, the college not only cultivates academic excellence but also fosters a nurturing and supportive environment where every individual can thrive and realize their full potential.

Governance, Leadership and Management

The Internal Quality Assurance Cell (IQAC) at Munshi Premchand Mahavidyalaya, established in 2013, plays a pivotal role in guiding and evaluating all academic and administrative activities. It supports infrastructure improvement, enhances faculty competencies, and empowers students in their learning processes. The IQAC monitors teaching-learning processes, operational structures, methodologies, and learning outcomes, tracking incremental advancements in institutional activities. Key functions include infrastructure improvement, academic and extracurricular activities, quality enhancement initiatives, and communication with university bodies. Through these efforts, the IQAC promotes a culture of excellence and continuous improvement, elevating academic and administrative standards at the institution.

In alignment with the college mission, the administration fosters an open and interactive environment where teachers and students actively contribute to decision-making and policy formulation. The staff and administration collaborate closely to adapt to rapid changes in the academic structure and functioning of the university, ensuring optimal outcomes.

The college embraces participative management, forming staff council committees before each academic session. These committees, guided by the Principal, have autonomy in planning and execution strategies. Their decisions are ratified by the Principal and Governing Body in accordance with university guidelines.

Implementing e-governance across various operations such as Planning and Development, Administration, Finance and Accounts, Student Admission, and Examination, the college ensures efficient functioning. Welfare facilities for all permanent teaching and non-teaching staff are in line with University of North Bengal norms, accompanied by an appraisal system.

Regular internal and external audits are conducted, with the annual budget estimate prepared in consultation with the Principal and Governing Body. Audit reports are submitted to the DPI and College Audit Cell (Government of West Bengal) annually, with internal assessments conducted at regular intervals to maintain accountability and transparency.

Institutional Values and Best Practices

Munshi Premchand Mahavidyalaya's commitment to nurturing the potential of every student is deeply ingrained in its ethos. The college recognizes that each student, regardless of their background, possesses unique talents and capabilities waiting to be unleashed. Through its focus on quality education, the institution aims not only to impart knowledge but also to instill values that empower students to navigate life's challenges with confidence and resilience.

One of the cornerstones of Munshi Premchand Mahavidyalaya's approach is its proactive stance on addressing social issues and promoting inclusivity. Collaborative efforts with the Internal Quality Assurance Cell (IQAC) ensure that various awareness programs and seminars are organized to sensitize students about gender-related issues and other contemporary social concerns. The establishment of initiatives like the Women Cell and the NCC Girls Wing underscores the college's commitment to fostering gender equity and empowering female students. By providing platforms for self-expression, skill development, and leadership opportunities, these initiatives contribute to the cultivation of self-confidence and a sense of agency among women on campus.

Celebrating national, international, and regional events is more than just a tradition at Munshi Premchand Mahavidyalaya; it's a celebration of cultural diversity and a testament to the college's inclusive spirit. Students are encouraged to participate in sports, cultural activities, and extracurricular endeavors, fostering a sense of

camaraderie and belonging within the college community.

The college's engagement in social and environmental activities through the National Service Scheme (NSS) unit reflects its broader commitment to community welfare and environmental stewardship. By participating in initiatives such as campus clean-ups, garbage disposal drives, and plantation programs, students not only contribute to a cleaner and greener environment but also develop a sense of responsibility towards society.

The green campus program exemplifies Munshi Premchand Mahavidyalaya's dedication to sustainability and eco-friendliness. By implementing measures to promote cleanliness, waste management, and environmental conservation, the college sets an example for responsible living and environmental stewardship.

In essence, Munshi Premchand Mahavidyalaya strives to create an environment where every student can thrive academically, emotionally, and physically. By fostering holistic development and a sense of belonging within the community, the college empowers its students to become responsible citizens and agents of positive change in society.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	MUNSHI PREMCHAND MAHAVIDYALAYA
Address	Dasharath Pally, 2nd Mile, Sevoke Road, Siliguri
City	Siliguri
State	West Bengal
Pin	734001
Website	www.munshipremchandm.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Dilip Kumar Das	03532-522840	9474681279	-	info@munshipremchandm.ac.in
IQAC / CIQA coordinator	Nitai Chandra Saha	-	9832038571	-	nitalsarthak.saha@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
West Bengal	University of North Bengal	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	22-03-2018	View Document
12B of UGC	22-03-2018	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Dasharath Pally, 2nd Mile, Sevoke Road, Siliguri	Urban	2.345	1000

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,General,	36	Higher Secondary	Hindi,Bengali,Nepali,English + Bengali	892	408
UG	BA,Bengali Hons,	36	Higher Secondary	Bengali	53	11
UG	BA,English Hons,	36	Higher Secondary	English + Bengali	60	43
UG	BA,Education Hons,	36	Higher Secondary	English + Bengali	53	15
UG	BA,Geography Hons,	36	Higher Secondary	English + Bengali	20	20
UG	BA,History Hons,	36	Higher Secondary	English + Bengali	53	37
UG	BA,Political Science Hons,	36	Higher Secondary	English + Bengali	39	31

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				2				18			
Recruited	1	0	0	1	2	0	0	2	9	8	0	17
Yet to Recruit	0				0				1			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				7
Recruited	7	0	0	7
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	2	0	0	1	3	0	7
M.Phil.	0	0	0	0	0	0	3	0	0	3
PG	0	0	0	0	0	0	5	5	0	10
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female	Others	Total
		4	4	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	285	5	0	0	290
	Female	274	1	0	0	275
	Others	0	0	0	0	0
Certificate / Awareness	Male	25	0	0	0	25
	Female	67	0	0	0	67
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	129	95	109	102
	Female	106	124	107	125
	Others	0	0	0	0
ST	Male	24	9	6	16
	Female	30	12	9	35
	Others	0	0	0	0
OBC	Male	47	7	20	45
	Female	47	8	10	18
	Others	0	0	0	0
General	Male	276	258	354	213
	Female	301	246	126	290
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		960	759	741	844

Institutional preparedness for NEP

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>Munshi Premchand Mahavidyalaya is committed to nurturing well-rounded personalities through a holistic and multidisciplinary educational approach. This methodology cultivates a diverse range of skills—academic, intellectual, aesthetic, social, physical, emotional, and ethical—within a robust interdisciplinary framework. Departments such as English, Bengali, Sociology, History, and Political Science actively collaborate through faculty exchanges and joint classes, enhancing the educational experience. Aligned with the National Education Policy (NEP), the college has introduced vocational and professional training courses like Yoga and Self-Defense, illustrating their</p>
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interdisciplinary appeal. Humanities departments offer certificate courses focused on skill development and humanitarian growth, complemented by workshops from the Career Counseling Cell preparing students for the job market. The NSS and NCC units foster social responsibility among students. The strategic objective is to integrate this multidisciplinary approach across undergraduate programs, spanning basic, professional, and vocational disciplines. Departments such as Languages, Literature, Philosophy, Arts, Cultural Activities, ICT-based learning, Sociology, Sports, and Translation are expanding to create a holistic educational environment conducive to comprehensive student development. Munshi Premchand Mahavidyalaya plans to enhance practical learning through internships with local industries and businesses, leveraging open and distance learning modes alongside existing semester-based offerings. This approach aims to boost students' practical knowledge and employability. Munshi Premchand Mahavidyalaya ensures a rich educational experience that prepares students effectively for their careers while fostering personal growth, critical thinking, and social responsibility through its holistic and multidisciplinary approach.

2. Academic bank of credits (ABC):

Munshi Premchand Mahavidyalaya is actively preparing to implement the Academic Bank of Credits (ABC) in line with the National Education Policy, enhancing flexibility and reducing dropout rates among undergraduate students. This innovative structure allows students to enter and exit their educational journey at multiple points, accommodating employment opportunities and personal circumstances. Under the ABC system, students can achieve qualifications at various stages and return later to complete their studies within a specified timeframe. The college promotes a blended learning approach, encouraging students and faculty to participate in national schemes such as SWAYAM, MOOCs, and NPTEL to earn credits from diverse higher education institutions. Initiatives are underway to integrate ABC into skill-oriented programs, with ongoing dialogues with the affiliating university and signed Memoranda of Understanding (MOUs) with partner institutions. These efforts aim to maximize the benefits of ABC for students across

various educational platforms. Munshi Premchand Mahavidyalaya has established a digital locker system for students to organize necessary documents, facilitating a smooth transition to ABC. Discussions about forming clusters with other colleges are also underway to enhance collaborative learning opportunities and potentially introduce ABC through these partnerships. The college community, including faculty members, actively engages with e-learning platforms to mentor students and enhance academic pursuits. This proactive approach underscores Munshi Premchand Mahavidyalaya's commitment to creating a flexible, inclusive, and forward-thinking educational environment. The implementation of the ABC system at Munshi Premchand Mahavidyalaya marks a transformative step towards a modernized educational framework. By embracing blended learning, facilitating credit transfer, and fostering collaborative partnerships, the college aims to provide students with a resilient and comprehensive education that prepares them effectively for future challenges.

3. Skill development:

In alignment with the National Education Policy (NEP) and the objectives of Atmanirbhar Bharat, Munshi Premchand Mahavidyalaya, through its departments and the Internal Quality Assurance Cell (IQAC), is committed to fostering holistic youth development by enhancing skill development and increasing the Gross Enrollment Ratio. The college has implemented a variety of skill enhancement activities aimed at enriching both knowledge and soft skills among students:

- Spot Reading and Grooming for Language Skills: Enhancing communicative abilities through interactive sessions.
- Debate Competitions and Speech Completion Sessions: Promoting critical thinking and public speaking skills.
- Career Counseling: Assisting students in integrating acquired skills effectively into their resumes.

Additionally, Munshi Premchand Mahavidyalaya offers life skills courses such as yoga, accessible to all students, to broaden job market opportunities and improve employability. The curriculum is designed to meet practical career demands and includes:

- Entrepreneurship and Internships: Providing hands-on experience in real-world settings.
- Experiential Learning: Through certificate programs, add-on courses, and fieldwork.

• Career Services: Workshops, training camps, and seminars to cultivate professionalism and a passion for continuous skill development. Under the guidance of IQAC, programs are organised for career counselling and placement opportunities in collaboration with different organisations. Partnerships with businesses and skill sector organizations are pivotal in this initiative, offering mentoring sessions to enhance employability skills. Munshi Premchand Mahavidyalaya collaborates with renowned academic and business institutions like ICA and banks to foster a proactive approach to skill development. Physical fitness initiatives such as gymnasium facilities and yoga sessions contribute to students' mental well-being, health, and positive outlook. Munshi Premchand Mahavidyalaya's steadfast commitment to skill development ensures students are well-equipped to face future challenges. Through comprehensive skill-building activities, life skills courses, practical experiences, and strategic collaborations, the college enhances students' employability and overall development, aligning closely with the goals of the NEP and Atmanirbhar Bharat.

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

Munshi Premchand Mahavidyalaya is dedicated to fostering the growth and preservation of Indian languages and culture, ensuring their ongoing vibrancy and relevance. We prioritize the use of the mother tongue as a medium of instruction while also emphasizing English to enhance the global reach of Indian languages. Our curriculum encompasses twenty-seven diverse courses, with a special emphasis on subjects like Education, Sociology & History which delve into the values. Our college adopts a holistic educational approach that integrates physical, mental, emotional, and spiritual growth. Recognized by the University of North Bengal, our courses cover a wide range of subjects including:

- Yoga and Meditation: Promoting physical and mental well-being.
- Self-Defense: Enhancing personal safety skills.
- Certificate/Add-on/Value-added Courses: Such as Painting and Art and Crafts, aimed at fostering comprehensive development. We are committed to establishing a Research Centre dedicated to IKS to deepen and broaden our engagement with traditional knowledge systems. At Munshi Premchand Mahavidyalaya, we celebrate diversity and pluralism, foundational to the Indian

Knowledge System. Our honors courses in Political Science, History, Geography, and Sociology are designed to nurture an understanding of diverse philosophical viewpoints and encourage intellectual coexistence. Departments like Economics, Geography, and Political Science focus on intellectual growth, enabling students to comprehend diverse economic and geopolitical contexts. Munshi Premchand Mahavidyalaya continually evolves, integrating new concepts, theories, and technological advances into our strategic planning while upholding strong connections to foundational values and beliefs. In addition to our core curriculum, we offer eighteen Certificate/Add-on/Value-added courses that impart knowledge of Indian heritage, scientific advancements, and professional skill development. These courses instill a deep appreciation for national and regional cultures and heritages, equipping our students to make meaningful contributions to local and global communities. Munshi Premchand Mahavidyalaya's commitment to integrating the Indian Knowledge System ensures a comprehensive educational approach. By emphasizing Indian languages, cultural values, and a diverse array of courses aligned with IKS principles, we prepare our students to thrive in diverse environments and contribute positively to society.

5. Focus on Outcome based education (OBE):

Munshi Premchand Mahavidyalaya embraces Outcome-Based Education (OBE) as a transformative approach in modern education, emphasizing learner-centered methods and prioritizing tangible learning outcomes. Aligned with the Choice Based Credit System (CBCS) and the guidelines of the National Education Policy 2020 (NEP), our college tailors education to suit the interests, abilities, and skill development of each learner, fostering participative and innovative learning processes. Educational Framework and Methodology 1. Segmented Learning Process: Our institution structures the learning journey into planning, doing, checking, and acting segments. Academic plans are meticulously designed to align with the college's mission and vision, with Course Outcomes (COs) and Programme Outcomes (POs) crafted by departments to meet the objectives of North Bengal University. 2. Innovative Teaching and Interactive Learning: We employ diverse and interactive teaching methods such as ICT-based

teaching, extension lectures, seminars, workshops, field trips, group discussions, quizzes, and student-led presentations. These strategies promote academic flexibility, critical thinking, and efficient reasoning, embodying our commitment to Outcome-Based Education.

Continuous Assessment and Feedback

- 1. Learner-Centered Evaluation:** Continuous assessment ensures that educational outcomes are met, and students actively engage with the content to achieve mastery.
- 2. Feedback Integration:** Feedback from both students and teachers is pivotal to our OBE approach. It drives ongoing adjustments and improvements in curriculum delivery and teaching methods, ensuring an enriched learning experience.

Quality Improvement and Curriculum Alignment

- 1. Academic Standards:** Munshi Premchand Mahavidyalaya maintains rigorous academic standards and is committed to continual quality enhancement. Through continuous formative assessment and regular curriculum mapping, we address any challenges in teaching and learning.
- 2. Mentor-Mentee System:** A robust mentor-mentee system provides personalized guidance and tracks student progress towards defined learning outcomes. Faculty members serve as instructors, trainers, facilitators, or mentors based on specific educational goals. Through these comprehensive strategies, Munshi Premchand Mahavidyalaya aims to cultivate students into informed individuals with a deep understanding of themselves, society, and culture. By fostering critical thinking and adaptability, our educational approach contributes significantly to national integration and personal growth.

6. Distance education/online education:

Amid the pandemic, Munshi Premchand Mahavidyalaya's Internal Quality Assurance Cell (IQAC) proactively advocated for the advancement of online education to ensure educational continuity under any circumstances. In response, we established a dedicated unit to enhance and oversee the deployment of various online educational tools and resources.

Digital Initiatives Implemented

We have successfully implemented several digital initiatives:

- **Online Exams:** Facilitating remote assessments securely.
- **Digital Repositories:** Centralizing educational resources for easy access.
- **Student Support Services:** Utilizing a Learning Management System (LMS) and an Academic Resource Bank.

MCQ and Entry in Service Portal: Assisting students in preparing for competitive examinations effectively.

Flexibility in Learning Our students benefit from flexible learning options, including synchronous virtual classrooms and a variety of online course offerings. We also offer hybrid courses that combine online learning with traditional in-person sessions. Certificate courses, add-ons, and value-added programs are frequently delivered in this hybrid format.

Future Integration of Digital Learning Looking ahead, Munshi Premchand Mahavidyalaya plans to expand digital learning by conducting workshops linked to Massive Open Online Courses (MOOCs) in collaboration with leading online platforms. This initiative aims to broaden access to diverse educational opportunities.

Virtual Learning Environments To replicate the interactive and collaborative experience of traditional classrooms, we have developed virtual learning environments. These platforms enable students to participate in real-time discussions, group activities, and seminar presentations. Our virtual learning modes are designed to be as rigorous and comprehensive as in-person classes, ensuring all students receive a high-quality education regardless of the format. Munshi Premchand Mahavidyalaya's commitment to advancing online education during the pandemic underscores our dedication to educational continuity and flexibility for students. Through ongoing digital initiatives and the integration of digital learning tools, we strive to provide a robust and inclusive educational experience that prepares students effectively for future challenges.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?

Munshi Premchand Mahavidyalaya has established a formal Electoral Literacy Club (ELC) under the guidance of the Political Science department, which spearheads ongoing electoral literacy initiatives. Beyond the establishment of the ELC, our college actively participates in events such as Voters' Day and Constitution Day. Members of the ELC engage in extensive campaigns both within the college and in the local community. These initiatives aim to

	<p>emphasize the significance of voting, promote understanding of the political system, educate about the right to vote, and facilitate the process of enrolling in electoral rolls. By doing so, we aim to deepen students' and local residents' understanding of democratic participation and civic responsibility. Through these concerted efforts, Munshi Premchand Mahavidyalaya is committed to nurturing an informed electorate and fostering active engagement in the democratic process among our students and the broader community.</p>
<p>2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?</p>	<p>The Electoral Literacy Club (ELC) at Munshi Premchand Mahavidyalaya, coordinated by dedicated faculty, plays a pivotal role in promoting electoral literacy. Under the leadership of the Political Science department, all programs are student-led with guidance from teachers, ensuring active student involvement and leadership development. At Munshi Premchand Mahavidyalaya, we firmly believe that electoral literacy is foundational for nurturing an informed and responsible electorate. The ELC operates in a neutral and non-partisan manner, emphasizing integrity in the electoral process. It serves as a representative body, with nominated students from various departments and cells engaging in discussions on socio-political issues, thereby fostering a democratic ethos among the student community. While every student is considered a member, specific students serve as representatives within the ELC. The club actively participates in events like Voters' Day and Constitution Day, organizing campaigns within the college and the local community. These initiatives aim to underscore the importance of voting, educate about the political system, the right to vote, and facilitate enrollment in electoral rolls. By doing so, our goal is to deepen understanding of democratic participation and civic responsibility among students and local residents alike. Through these concerted efforts, Munshi Premchand Mahavidyalaya is committed to cultivating informed citizens who actively engage in the democratic process, contributing positively to society.</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of</p>	<p>The Electoral Literacy Club (ELC) and Political Science department of Munshi Premchand Mahavidyalaya annually conduct voter awareness programs, meticulously planning in accordance with</p>

students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.

guidelines from the Election Commission of India (ECI) and specific directives from the District Election Officer (DEO) of Darjeeling. The overarching objective of these initiatives is to bolster comprehension of democratic processes and increase participation among students and the broader community. Here are some key initiatives led by the ELC: 1. Voter Awareness Campaigns: Each year, the Political Science department organizes programs aimed at educating students about the significance of voting and the electoral process. 2. Observation of Key Events: The ELC actively participates in events such as Voters' Day and Constitution Day to promote civic awareness and reinforce the importance of democratic values. 3. Community Engagement Campaigns: The club conducts outreach campaigns within the college and surrounding areas to underscore the importance of voting rights, political system literacy, voter registration procedures, and civic responsibilities. Through these strategic actions, the ELC endeavors to cultivate a deeper understanding of democratic participation and civic duty among students and local residents alike.

4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.

The Electoral Literacy Club (ELC) of Munshi Premchand Mahavidyalaya collaborates closely with the District Election Office to support and enhance community engagement in the electoral process, particularly focusing on voter registration and enrolment. Here are the details of the specific activities undertaken to achieve these objectives: 1. Assistance to District Election Office • Objective: To facilitate the registration process and ensure enrolment in the voter's list for the community of the concerned ward. • Activities: ELC members, including faculty and student volunteers, actively assist during voter registration drives. They guide community members in filling out registration forms accurately, provide information on necessary documentation, and address queries about the electoral process. This initiative aims to reduce barriers to voter registration and promote higher participation in elections. 2. Awareness Drive with the District Election Office • Details: In partnership with the District Election Office, the ELC organizes comprehensive awareness programs aimed at educating students about their voting rights and the importance of electoral participation. • Components:

- Educational Presentations: Detailed sessions covering voter registration procedures, the significance of each vote, and an overview of the electoral process.
- Interactive Sessions: Students engage directly with election officials, enabling them to ask questions and gain clarity on voting procedures and election-related matters.
- Enrollment Assistance: Setup of registration booths and provision of guidance to eligible students who have not yet registered to vote. This includes step-by-step assistance through the registration process. These efforts by the ELC not only deepen students' understanding of democratic responsibilities but also establish the club as a pivotal community resource for electoral engagement. Through these initiatives, the ELC aims to cultivate a more informed and active electorate, essential for upholding the democratic principles of society.

5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.

Almost all students aged 18 and above are registered voters. Periodically, the ELC invites resource persons from the Election Office of the District Administration to conduct sensitization sessions with the students. These programs consistently achieve high success rates and effectively educate students about their roles and responsibilities in the electoral process. This collaborative effort ensures that students not only understand the importance of voting but also actively participate in shaping democratic outcomes within their community.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1773	1982	1778	1664	1412
File Description		Document		
Institutional data in prescribed format		View Document		

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 20

File Description	Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
19	19	19	18	14

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
77.38	40.10	76.12	49.89	38.05
File Description		Document		
Upload Supporting Document		View Document		

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

MunshiPremchand Mahavidyalaya, an affiliated college, follows the curricula designed by the University of North Bengal. Academic procedures are streamlined with timetables and other supportive administrative tasks prepared well in advance. The IQAC, in collaboration with the Academic Subcommittee, prepares the central routine and annual academic calendar, with syllabi topics distributed among teachers in departmental meetings.

The college fosters an environment suitable for both **advanced and weaker students**. Newly admitted students are assessed annually to identify those needing additional support. **Remedial classes and continuous evaluations are prioritized**, with departments submitting reports on student performance.

Various departments organize **'add-on'** courses to benefit students, and an effective online mechanism is maintained for collecting **student feedback**. The library provides access to books, e-books, and e-journals.

The college ensures all-round development **through co-curricular activities such as NSS, NCC, the college magazine, cultural programs, departmental seminars, group discussions, and competitions**. **Students are regularly engaged in quizzes, interactive sessions using smart teaching aids**, and encouraged to participate creatively in classroom discussions.

Awareness programs **on environmental consciousness and skill enhancement** for employability are organized. The NSS undertakes initiatives like **tree planting, campus cleaning, and promoting holistic student development**.

Teachers regularly update their knowledge through **research work and Faculty Development Programmes**, contributing to the university's assessment, evaluation, and research work as members of various bodies. Faculty members use ICT tools to make learning more engaging for students.

Each academic session begins with the preparation and publication of **the academic calendar** on the college website. This calendar, detailing the institution's academic activities, is prepared annually or each semester according to notifications from the University of North Bengal and the Higher Education Department of the Government of West Bengal. Departments use the academic calendar to plan and update their activities on notice boards.

An **orientation session** is held at the start of each session or semester for newly enrolled students, familiarizing them with the syllabus, internal evaluation processes, examination systems, and introducing

departmental teachers. The routine committee prepares the master routine according to the university syllabus credit points. Once finalized, departmental routines are displayed on college notice board and uploaded in the college website.

Classes are conducted using **conventional board-lecture methods, PowerPoint presentations, and audio-visual techniques, occasionally adopting online teaching modes.** Departments maintain an optimal mentor-mentee ratio and develop curriculum plans focusing on important learning outcomes. The college library supports students by providing primary and reference books. Study materials are distributed after each unit, and past exam questions are shared to help familiarize students with end-semester examination patterns.

Continuous evaluation includes class tests, viva voce, seminars, assignments, group discussions, and field visits or surveys. Regular student progress reviews enable the identification of slow learners, and remedial classes are organized to enhance their performance. The IQAC conducts **student satisfaction surveys** to improve the teaching-learning process.

The college aims to develop **responsible citizens with advanced knowledge and moral values.** Faculty members actively participate in the University's Board of Studies, contributing to curriculum improvement.

Beyond academics, the college promotes **holistic development through co-curricular activities, including sports, NCC & NSS activities, inter-college competitions, cultural programs, student seminars, group discussions, and Youth Parliament Competitions.** Information is disseminated quickly to students through departmental WhatsApp groups, the college's official Facebook page, and the college website (<https://munshipremchandm.ac.in>).

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 9

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 24.7

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
130	18	0	710	1268

File Description	Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

Munshi Premchand Mahavidyalaya is committed to the development of its surrounding society. The college offers courses related to Professional Ethics, Gender, Human Values, Environment, and Sustainability to sensitize students to diverse contemporary issues.

As part of the University of North Bengal's undergraduate syllabus, Environmental Studies is emphasized. All first-semester students, across streams, must pass this course. The syllabi also incorporate topics on gender equality and the ill effects of gender discrimination. For instance, the English Honours Programme includes a course titled Women's Writing (CEH 14).

Professional Ethics and Human Values are integral to the undergraduate syllabus. In the BA General Programme, the Sociology syllabus includes Value Education as a part of its Skill Enhancement Courses. The Department of Education facilitates visits to special schools and village areas, exposing students to different value systems. The Department of English organizes events to empower women through transformative education. Various departments have also introduced Value-Added Courses to enhance student engagement and ensure they derive more value from their undergraduate degree.

The institute organizes awareness programs to educate students about environmental sustainability. The NSS, in collaboration with the IQAC, runs programs like tree plantation, plastic-free campus initiatives, Swachh Bharat Abhiyan, Save Water Drive, and Tobacco Awareness Program. They also promote the use of bicycles for a sustainable society. The college has adopted a village as part of NSS's extension activities beyond college campus.

Professional Ethics

Munshi Premchand Mahavidyalaya emphasizes professional ethics, preparing students for career challenges and responsibilities. The curriculum incorporates ethical principles and practices to foster integrity, honesty, accountability, and respect for diversity. Through case studies, discussions, and experiential learning, students address ethical dilemmas and develop decision-making skills to navigate complex professional environments with moral clarity.

Gender

Gender equality and empowerment are central to the college's educational philosophy. The curriculum integrates gender perspectives to promote awareness, challenge stereotypes, and combat discriminatory norms. The college ensures an inclusive learning environment where all students, especially women, have equal opportunities. Beyond academics, workshops and seminars in cyber law and domestic violence cultivate critical thinking regarding gender issues.

Human Values

The college emphasizes human values such as compassion, empathy, tolerance, and respect for human dignity. Through value-based educational initiatives, the college nurtures moral and ethical development, promoting social responsibility and fostering meaningful relationships. Activities like the Save Girl Child campaign, essay and poster exhibitions, wallpaper presentations, and gender audits reinforce these values.

Environment and Sustainability

Acknowledging the critical need to address environmental challenges, the college actively promotes sustainability within its curriculum. Environmental education and sustainability principles are integral to academic programs, enhancing student awareness and instilling ecological responsibility. All students complete a compulsory Environmental Studies course in their first semester. Additionally, departments

and student groups like the NSS and NCC engage in tree planting, plastic eradication campaigns, village cleanliness, and cycling promotion to foster a sustainable community.

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 45.8

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 812

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 70.32

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
565	960	759	741	844

2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1170	1170	1058	1058	1046

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 56.03

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
200	383	255	261	341

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
548	548	494	494	486

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document

2.2 Student Teacher Ratio

2.2.1

**Student – Full time Teacher Ratio
(Data for the latest completed academic year)**

Response: 93.32

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

At Munshi Premchand Mahavidyalaya, a variety of student-centric methodologies are employed to enrich learning experiences, leveraging the power of ICT tools:

1. Computer Application Training: In partnership with Anudip Foundation and ICA, the college offers comprehensive training in computer applications, equipping students with essential digital skills.

2. Guidance in Computer Operation: Recognizing the diverse backgrounds of students, faculty members provide personalized guidance to ensure proficiency in computer operation, especially for those from rural tea garden villages.

3. Digitized Library Resources: The college library is fully automated, offering students access to a wide array of digital resources.

4. Free Wi-Fi Facility: To facilitate easy access to information and knowledge, free Wi-Fi is provided campus-wide.

5. Audio-Visual Facilities: The college's Smart Classroom is equipped with audio-visual tools to support ICT-enabled teaching and learning.

6. Online Classes and Blended Learning: During and post-pandemic, teachers conducted online classes using platforms such as Google Classroom, Zoom, and Google Meet. A blended mode of teaching-learning was also adopted to cater to diverse student needs.

7. Utilization of Audio-Visual Resources: Audio and video streaming are actively encouraged to enrich learning experiences.

8. Student Seminars and Presentations: Students engage in seminar presentations utilizing tools like Microsoft PowerPoint and Google Slides.

9. WhatsApp Groups for Peer Learning: Students are encouraged to form WhatsApp groups for effective peer learning, facilitating the exchange of assignments, educational videos, and innovative ideas.

10. ICT Integration in Seminar Presentations: Students are guided in using ICT tools like PowerPoint for their seminar presentations, enhancing their presentation skills.

11. Use of Laptops, Projectors, and Speakers: Faculty members extensively utilize laptops, projectors, and speakers to optimize content delivery.

12. Seminar Weeks: The college organizes seminar weeks for every department and semester, providing students ample opportunities to engage with ICT-enabled learning systems.

By embracing ICT-enabled tools and methodologies, Munshi Premchand Mahavidyalaya is committed to fostering effective teaching and learning processes, empowering students to expand their knowledge and skills.

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 93.68

2.4.1.1 Number of sanctioned posts year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
20	20	20	20	15

File Description

Document

Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)

[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 78.65

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
15	15	15	13	12

File Description

Document

Institution data in the prescribed format

[View Document](#)

Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities

[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

At Munshi Premchand Mahavidyalaya, a comprehensive assessment mechanism is employed to ensure fair and transparent evaluation of student performance. Below is a detailed outline of our assessment process:

1. Weightage Distribution:

- Internal Assessment: 20%
- End Semester Examinations (ESE): 80%

2. Continuous Internal Assessment (CIA):

- At the beginning of each semester, faculty members inform students about the various components of the assessment process.
- Each department plans its evaluation procedures and tentative dates during departmental meetings.
- Evaluation methods and schedules are communicated through departmental WhatsApp groups, class notices, and the college website.
- Various evaluation methods include class tests, MCQ tests, quizzes, assignments, viva voce, class seminars, and group discussions. Additionally, excursions, field surveys, project work, lab exercises, and practical examinations are part of the assessment process.

3. Attendance Requirement:

- A minimum of 75% attendance is mandatory for eligibility to sit in examinations.
- Marks distribution for attendance:
 - 75% and above but below 80%: 02 marks
 - 80% and above but below 85%: 03 marks
 - 85% and above but below 90%: 04 marks
 - 90% and above: 05 marks

4. Internal Assessment Breakdown:

- 10 marks are allocated for internal assessment tasks.
- 5 marks are allocated based on attendance.

Internal Assessment Process

1. Notification and Scheduling:

- Internal assessment test schedules are prepared by the respective department as part of the continuous evaluation process and communicated to students well in advance.

2. Verification and Grievance Redressal:

- Corrected answer scripts are randomly verified by the HOD to ensure standard evaluation.
- The corrected answer papers are distributed to students for verification, and any grievances are redressed immediately.
- Marks obtained in internal assessments are displayed on the college notice board and periodically uploaded on the university web portal along with attendance records.

3. Lab and Project Work:

- Students must regularly submit lab records, noting observations and validating theoretical aspects.
- In Geography, the marks/grades for projects are indicated in the observation/record, with independent learning and practical applications tested through viva voce.
- The end examination for labs and projects is conducted with internal and external examiners appointed from other colleges as decided by the University.

Grievances are addressed at three levels:

1. Departmental Level:

- Faculty evaluate students on theory lectures, labs, assignments, unit tests, viva, seminars, and project work.

2. College Level:

- Examination-related issues are handled by the Centre-in-Charge of the college, in consultation with the Examination Committee and, if necessary, forwarded to the university.

3. University Level:

- Queries related to results, mark sheet corrections, and other certificates are handled by the university's examination branch, with applications for revaluation, recounting, and challenged evaluation processed efficiently and transparently to ensure students receive updated results within the same semester.

By employing a detailed and transparent assessment mechanism, Munshi Premchand Mahavidyalaya ensures fair evaluation and continuous improvement of the teaching and learning process.

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the

institution are stated and displayed on website

Response:

In the pursuit of academic excellence, Munshi Premchand Mahavidyalaya places a strong emphasis on clearly defining and understanding the desired outcomes of its programs. The Internal Quality Assurance Cell (IQAC) at the institution plays a pivotal role in ensuring that both faculty members and students are well-versed in Program Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs). Through detailed guidelines and orientation sessions, faculty members are empowered to appreciate the importance of these outcomes, while students are educated about the goals of their chosen programs. These details are effectively communicated through the college prospectus and the institution's website, ensuring that all stakeholders are informed and actively engaged in the educational process.

Program and Course Outcomes

Program Outcomes (PO):

- Encourage a holistic understanding of human culture, society, and expression, fostering cultural awareness and appreciation for diversity.
- Enhance critical thinking, interpretive, and communication skills through the analysis of literature, history, philosophy, and social phenomena.
- Encourage creative expression and original thought in artistic and intellectual endeavours.
- Equip graduates for diverse career paths in education, media, journalism, public service, and cultural organizations.

Course Outcomes (CO):

- Analyze and interpret various forms of cultural expression, including literature, art, music, and film.
- Engage in critical discourse and debate on historical, social, and philosophical issues.
- Utilize research methodologies to investigate topics within the humanities and social sciences.
- Appreciate diverse perspectives and cultural contexts across different historical periods and geographical regions.

Commitment to Quality Education

The Bachelor degree programs offered by Munshi Premchand Mahavidyalaya aim to equip students with the knowledge, skills, and values necessary for success in their respective fields. The institution fosters intellectual curiosity, creativity, and a sense of social responsibility, ensuring that graduates are well-prepared to contribute meaningfully to their communities and professions. Through continuous evaluation and improvement of Program Outcomes (POs) and Course Outcomes (COs), the college upholds its commitment to providing high-quality education that aligns with its mission and vision.

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Evaluation of Programme Outcomes (POs) and Course Outcomes (COs)

At Munshi Premchand Mahavidyalaya, the attainment of Programme Outcomes (POs) and Course Outcomes (COs) is evaluated to ensure that the teaching-learning processes are effective and meet the desired objectives. The evaluation process is divided into formative and summative assessments.

Formative Evaluation

Formative evaluation is an ongoing process that includes various assessment methods such as student seminar presentations, project work, written tests, multiple-choice questions (MCQs), viva-voce, and assignments. According to the University of North Bengal Examination Guidelines, 10 marks are exclusively assigned for all theory-based papers and 15 marks for practical papers for formative evaluation. This continuous assessment allows for regular monitoring of students' progress and provides immediate feedback to improve their learning outcomes.

Summative Evaluation

Summative evaluation occurs at the end of the academic session through term-end examinations. These exams encompass written exams, project work, practical exams, and viva-voce. Additionally, each paper includes 5 marks for attendance, following the University guidelines. The summative evaluation assesses the cumulative knowledge and skills acquired by students over the course of the semester. Each paper carries a total of 75 marks, combining formative and summative assessments and attendance.

Results Analysis and Review

The results from both formative and summative evaluations are meticulously analyzed by the respective departments. These results are then presented to the Teachers' Council, chaired by the Principal, for a comprehensive review. This review determines whether the programme outcomes have been achieved. If certain programme outcomes have not been met, the Heads of Departments (HoDs) are instructed to identify the underlying causes and implement corrective measures. Teachers are advised to update and enhance their teaching methods accordingly.

Student Support and Counseling

Students are informed of their performance, and those facing challenges in any course or paper are counseled by their respective teachers. The Internal Quality Assurance Cell (IQAC) also monitors the overall pass percentage of students, identifies areas needing improvement, and ensures that proper guidance and support are provided. Teachers are encouraged to be approachable and to optimize the teaching-learning process to address students' needs effectively.

Resource Provision

To support students' learning, each department submits requisitions for books and other learning materials to the library. Department meetings discuss which papers or courses require specific content materials, and these requests are forwarded to the college authority and the Librarian. This ensures that students have access to the necessary resources for their studies.

Continuous Improvement

The evaluation of POs and COs at Munshi Premchand Mahavidyalaya is an ongoing process that plays a crucial role in ensuring quality education. This process is integral to the college's mission and vision, striving for continuous improvement in educational standards. The collective efforts of faculty, departments, and the Teachers' Council ensure that students receive a comprehensive and high-quality education, aligning with the college's goals and objectives.

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 83.8

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
376	401	342	182	199

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
448	454	350	255	283

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.76

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description

Document

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Our institution, as an affiliated college, has created an ideal environment for the generation and transfer of knowledge. The campus atmosphere is highly conducive to work, and members feel comfortable discussing their thoughts and new experiences. Several initiatives reflect the college's commitment to fostering a research-friendly environment:

Faculty Development

- **PhD Encouragement:** Faculty members are encouraged to pursue PhDs in their respective disciplines. From 2018-2023, four teachers have been awarded PhD degrees.
- **Skill Enhancement:** The college motivates members to enhance their research, administrative, and teaching skills, granting them leave for coursework and research.

Research Encouragement

- **Research Projects:** PhD holders are further encouraged to undertake research projects.
- **Publication and Presentation:** Continuous guidance is provided to faculty for publishing and presenting research in reputed journals and at national and international conferences.

Multi-Lingual Instruction

- **Diverse Language Use:** Situated in a multi-lingual region, teachers deliver lectures in both English and the vernacular languages.
- **Student Expression:** Students are free to express themselves in their vernacular, contributing to wall and annual magazines.

Cultural and Spiritual Education

- **Yoga and Values:** The syllabus in the Department of Education emphasizes Yoga and its values, incorporating philosophical thoughts into education.
- **Cultural Heritage:** Indian cultural and heritage values are taught as part of the Skill Enhancement Course in History.
- **Library Resources:** The college library has a dedicated section for books promoting local culture and India's rich heritage, along with subscriptions to daily newspapers in two languages.

IPR Awareness

- **Awareness Programs:** The college conducts Intellectual Property Rights (IPR) awareness programs organized by IQAC, featuring esteemed resource persons like Dr.Tulika Kar from Chanchal College, Dr. Anindya Guha from the University of North Bengal, and Advocate Susmita Bose Moitra.

ICT-Enabled Teaching

- **Gadget Support:** The college is equipped with necessary gadgets to support ICT-enabled teaching.
- **Wi-Fi Access:** Free Wi-Fi access is available throughout the campus.
- **Student Resources:** Computers with free internet services are provided for students, many of whom come from economically disadvantaged backgrounds. Students receive basic lessons in Microsoft Word and Excel and assistance with online forms from any teacher due to the absence of a fixed computer teacher.

Library and Resources

- **N-LIST Membership:** The institution has obtained N-LIST membership for access to e-resources since 2021.
- **Library Automation:** KOHA library management software (on cloud) has been used for automation purposes since 2022.

Seminars and Webinars

- **Knowledge Enhancement:** Regular seminars and awareness programs are conducted, inviting experts from various fields to enhance the knowledge and skills of students and teachers.
- **Webinars and Seminars:** The institution also conducts webinars and seminars to facilitate continuous learning.

These initiatives collectively create an ideal environment for research, learning, and cultural appreciation, ensuring the holistic development of students and faculty alike.

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 8

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
5	3	0	0	0

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 1

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
4	5	1	5	5

File Description	Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 1.8

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
6	8	4	6	12

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

The college actively engages in a myriad of extension activities, driven by a dual mission of enlightening students on prevalent social issues while concurrently enriching the community and fostering community engagement. These initiatives serve as a bridge between the institution and the local community, sensitizing students to the needs and challenges of their surroundings.

Powered by the enthusiasm of dedicated volunteers from NSS and NCC units, in conjunction with the unwavering commitment of various college departments, these endeavors play a pivotal role in nurturing students into conscientious citizens. The spectrum of programs is wide-ranging, encompassing themes such as Environmental Awareness, Tree Plantation drives, Plastic Eradication campaigns, Health Check-ups, Blood Donation initiatives, Thalassemia Testing, HIV/AIDS Awareness programs, Kerala Flood Relief efforts, and the distribution of sanitary napkins. These activities not only leave a positive imprint on the students but also cultivate leadership qualities, bolster self-confidence, and instill a sense of civic responsibility.

Core Objectives of Outreach Endeavors

Central to these outreaching endeavours are the core objectives of instilling values of social and moral responsibility, including:

1. Providing Assistance to Those in Need

1. Offering support and resources to individuals and communities in need.

2. Understanding and Advocating for the Underprivileged

1. Raising awareness and championing the cause of marginalized groups.

3. Championing Cleanliness and Environmental Preservation

1. Promoting initiatives that encourage environmental sustainability and cleanliness.

4. Fostering Social Awareness and Environmental Consciousness

1. Educating students and the community on pressing social and environmental issues.

Substantial Learning Outcomes

These activities yield substantial learning outcomes, facilitating a deeper comprehension of societal issues and honing problem-solving abilities. They also foster partnerships with NGOs and other organizations, laying the groundwork for future humanitarian endeavors. Students cultivate empathy and a sense of communal belonging, alongside acquiring indispensable skills such as effective communication, leadership prowess, and analytical acumen.

Extensive and Impactful Activities

The scope of these activities is extensive and impactful, including:

- **Blood Donation Camps**
- **Awareness Programs on Intellectual Property Rights and Oral Health**
- **Health Check-up Camps**
- **Distribution of Educational Materials to Children**
- **Lectures on Gender Equity**
- **Commemoration of National Events like Republic and Independence Day**
- **Collaborative Ventures with External Entities in Cultural and Sports Events**

Through active participation in these extension activities, students gain heightened awareness of social

issues and insights into legal and social remedies for prevalent problems such as domestic violence, dowry, child abuse, and gender disparity. These initiatives serve as catalysts for transformative societal change, empowering students to become proactive agents of positive transformation in their communities and beyond. By engaging with real-world challenges and experiences, students emerge not only with a heightened consciousness of social issues but also with a resolute determination to effect perceptible change in the world around them.

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Munshi Premchand Mahavidyalaya actively encourages students to participate in various extension activities under the banner of NSS, NCC, and other college programs. These activities significantly help students understand societal needs and values, providing them with opportunities to volunteer in areas of their interest. The activities are coordinated and monitored by different committee coordinators and faculty members.

Student Engagement and Support

The college offers full support and assistance to students to avail of various government-sponsored aids and benefits such as Kanyashree, Aikyashree, and different scholarships. Students participate in various activities in collaboration with Suryanagar Samaj Kalyan Sanstha. In partnership with the Siliguri Lions Club, the students organized an eye check-up camp, enhancing community health awareness and service.

Addressing Local and National Issues

Students are made aware of both local and national issues, including the Kerala floods and the COVID-19 pandemic. They voluntarily contribute through financial support, fundraising campaigns, and direct assistance. For instance, during the Kerala floods, students organized a door-to-door campaign to collect funds, which were then transferred to the victims.

NSS Initiatives and Community Outreach

After adopting Samar Nagar Battala village on 8th September 2022, NSS Unit 1 has performed various activities to benefit the village inhabitants by June 2023. Notable initiatives include:

- **Hygiene and Health Awareness:** The NSS team arranged a camp at "Bishnu Maya Sishu Sikshya Kendra" to educate children about maintaining hygiene and good health. With the voluntary service of Dr. Gour Hari Roy, the health status of the school children was assessed. Based on the health conditions observed, remedies were discussed with the children and their teachers for long-term improvement. Immediate remedies were also provided during the camp.
- **Swachh Bharat Abhiyan:** The NSS unit took the initiative to clean the village as part of the Swachh Bharat Abhiyan. They selected a holiday for this activity to avoid disrupting the normal

teaching-learning process.

- **Tree Plantation Drive:** To protect the environment and promote a green environment mission, the NSS team planted trees in Samar Nagar Battala village. This initiative aimed to lower global warming, reduce air pollution, and help prevent soil erosion.

These activities not only leave a positive impact on the community but also cultivate leadership qualities, self-confidence, and a sense of civic responsibility among students. Through active participation, students gain a deeper understanding of societal issues and develop essential skills such as effective communication, leadership, and problem-solving. By engaging with real-world challenges, students emerge as proactive agents of positive change, empowered to make meaningful contributions to their communities and beyond.

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 43

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
12	12	7	3	9

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 17

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

MunshiPremchand Mahavidyalaya is committed to providing adequate infrastructural facilities to ensure the holistic development of its students. Below are the details of the facilities available at the college:

Classrooms and Teaching Facilities

- **Classrooms:** The college has 18 classrooms for conducting theory classes. Among these, 16 are spacious and well-ventilated with an approximate seating capacity of 130 students each, and 2 classrooms can accommodate 50 students each. All classrooms are equipped with essential teaching tools such as blackboards, tables, chairs, desk benches, fans, and tube lights.
- **Smart Room:** One smart room is available for classes, seminars, workshops, cultural programmes and other activities, equipped with modern audio-visual tools to enhance the learning experience.

Sports Facilities

- **Outdoor Sports:** The college has a small ground for outdoor sports like cricket, long jump, high jump, shot-put, volleyball, kabaddi, kho-kho, and badminton.
- **Indoor Games:** Facilities for indoor games such as table tennis, chess, and carrom are also available.

Laboratories and Library

- **Geography Laboratory:** The Department of Geography maintains a well-equipped laboratory with modern and functional workspace tools.
- **Library:** The college boasts a spacious library with reading sections that can accommodate 25 students and 10 teachers at a time. The library holds over 7,000 text and reference books, is partially automated, and is maintained by a librarian and one library assistant.

Faculty and Administrative Facilities

- **Staff Room:** A common staff room is available, accommodating all faculty members with personal lockers and separate washrooms for male and female teachers. It includes almirahs,

racks, and a computer for faculty use, along with a wash basin and drinking water.

- **Administrative Offices:** Separate rooms/chambers for the Principal’s office, administration, girls' common room, NCC, geography laboratory, and RBU Distance Education Office.

Additional Amenities

- **Parking:** Roofed parking facilities for both 2-wheelers and 4-wheelers are available for students and staff.
- **Canteen:** The college has a canteen for students and staff, monitored by a Canteen Committee to ensure food is prepared hygienically and offered at affordable rates. The canteen also caters to bulk orders during events.
- **Water Facilities:** An RO-based filtration system provides pure and safe drinking water to students.
- **Wi-Fi:** The college is Wi-Fi enabled, offering free internet access to all students and staff. IT support is provided by Next Gen, Siliguri since 2016, and Gen Next from 2023.

Infrastructure Development

The institution has significantly enhanced its infrastructure over the last five years to support the educational and extracurricular needs of its students and faculty.

These facilities reflect the college’s dedication to creating a conducive learning environment that supports academic excellence and holistic development.

File Description	Document
Upload Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 35.66

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
22.66	5.00	50.68	18.88	3.19

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The library of Munshi Premchand Mahavidyalaya serves as an academic hub of the college, providing students, faculty, and staff with access to a vast array of resources to support their learning, teaching, and research activities. Utilizing an Integrated Library Management System (ILMS) and subscribing to various e-resources, the library strives to offer a modern and efficient environment for knowledge dissemination. The library is located on the ground floor of the Academic building.

Library Resources and Facilities

Collection and Access:

- **Books and Materials:** The library has a collection of over 7,000 books covering various subjects and syllabus-oriented texts and reference books. The collection is updated regularly with the latest books and journals.
- **Closed-Access System:** Books are arranged according to call number using the Dewey Decimal Classification (DDC) system. New books and journals are displayed on new arrival racks for two weeks.
- **Library Management:** The library is automated with KOHA library management software using third-party cloud services. It has started an automated circulation process using barcode technology. The Online Public Access Catalogue (WebOPAC) is accessible 24x7, allowing users to search the library database remotely.

E-Resources:

- **N-LIST Subscription:** Since 2021, the library has subscribed to N-LIST (National Library and Information Services Infrastructure for Scholarly Content), providing access to over 6,000 journals and 199,500+ e-books. It also offers access to 600,000 e-books through the National Digital Library of India (NDLI).
- **Document Delivery Service:** Faculty members can request documents for their advanced

academic needs.

Infrastructure:

- **Seating and Area:** The library has a seating capacity of 35 users and a total carpet area of 1,364 sq. ft.
- **Technology:** There are 4 computers with internet facilities, 2 of which are available for users to search OPAC and access e-resources. The library also provides scanning and printing services for faculty members.
- **Wi-Fi:** The library is Wi-Fi enabled for seamless access to digital resources.

Security and Monitoring:

- **CCTV Surveillance:** The library is equipped with 2 CCTV cameras for monitoring and surveillance.

Usage and Engagement:

- **Daily Access:** The library records daily usage of approximately 100 students and 10 teachers. Separate registers are maintained to log daily visits, and WebOPAC hits are tracked using third-party analytical software.
- **Best Reader Award:** The library identifies and awards the Best Reader among the students, promoting active engagement with library resources.

Additional Facilities

Support Services:

- **Library Staff:** The library staff assists users in utilizing the available resources effectively.
- **Washrooms:** Dedicated washrooms are available for both male and female users.

Collaborations and Community:

- **Vidwan Portal:** The Vidwan Portal for MPM has been activated, and faculty members are in the process of updating their data.

Financial Investment

Amount Spent on Books (in lakhs):

- 2018-19 – Rs. 0.98332
- 2019-20 - Rs. 0.16486
- 2020-21 - Nil
- 2021-22 – Rs. 1.12646
- 2022-23 – Rs. 2.37562

Munshi Premchand Mahavidyalaya Library is a key learning resource integral to the teaching and learning process. Through continuous enhancement of its collection, infrastructure, and services, the

library remains committed to supporting the academic and research needs of its community.

File Description	Document
Upload Additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

Munshi Premchand Mahavidyalaya provides adequate IT facilities to meet the technical demands of the modern competitive world for both students and staff. The college ensures that all students and faculty members have access to high-speed internet connectivity.

IT Infrastructure

Computers and Internet:

- The institute has fourteen desktops and one laptop available for the teaching and non-teaching staff.
- Computers and laptops with internet facilities and licensed software like Windows are provided for teaching and administrative work.

ICT-Enabled Teaching:

To facilitate ICT-enabled teaching, the college provides the following:

1. Computer Allocation:

- One computer in the teacher's common room.
- One in the Geography Laboratory.
- One in the Smart Classroom.
- One in the Principal's room.
- One in the RBU Distance Education Office.
- Five in the administrative block.

2. Library Computers:

- Four computers in the library: one for the Librarian, one for circulation purposes, and two for users to view OPAC.

3. Additional Equipment:

- One photocopy machine.
- Two advanced printers (Print-Scan-Copy).
- Five printers and two flatbed scanners.

4. Smart Classroom:

- Equipped with LCD projectors, a screen, and a sound system.

5. Wi-Fi Connectivity:

- Provided by Jio Reliance Enterprise to ensure smooth and fast connectivity throughout the college premises.

Security and Monitoring

CCTV Surveillance:

- Sixteen CCTV cameras are installed in different areas of the college campus to monitor activities and provide safety and security for employees, students, and property.

E-Resources and Online Portals

N-LIST Facility:

- Access to e-journals and e-books is available for faculty members through the N-LIST program.

VIDWAN Portal:

- A VIDWAN portal has been created for all faculty members to showcase their credentials, expertise, skills, and professional achievements.

Website Management:

- The college has a yearly contract with Gen Next, a software company, for maintaining the fully functioning website of the college.

Innovative Teaching Methods

To meet modern demands, teachers use various innovative methods to make the learning process more effective. These methods include:

- **Group Projects:** Utilizing different platforms like Google Meet for collaborative work.
- **Presentations:** Using MS PowerPoint and other audio-visual methods to enhance learning.

By providing robust IT facilities and fostering an environment conducive to modern teaching methods, Munshi Premchand Mahavidyalaya ensures that its students and faculty are well-equipped to meet the challenges of the contemporary educational landscape.

File Description	Document
Upload Additional information	View Document

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 59.1

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 30

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 1.15

4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
1.27	0.45	0.32	0.51	0.68

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 36.98

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
638	683	603	693	567

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 1.86

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
160	0	0	0	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: B. 3 of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 5.13

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
57	15	0	4	1

5.2.1.2 Number of outgoing students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
376	401	342	182	199

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 0.49

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2022-23	2021-22	2020-21	2019-20	2018-19
1	3	0	1	2

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document

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 last five years

Response: 13

5.3.1.1 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 wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
3	4	2	3	1

File Description

Document

list and links to e-copies of award letters and certificates

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 19.6

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
34	17	0	25	22

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

5.4 Alumni Engagement

5.4.1

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

Response:

Munshi Premchand Mahavidyalaya Alumni Association: Bridging Past and Present

The Munshi Premchand Mahavidyalaya Alumni Association plays a pivotal role in the ongoing development of the college, serving as a vital link between past and present students. While currently in the process of official registration, the association remains highly active, organizing diverse events and programs that enrich the college community. Presently, it boasts off some acive members and continues to foster unity and connection with the institution.

Vision of the Alumni Association: The Alumni Association of Munshi Premchand Mahavidyalaya was established with several key objectives:

- **Knowledge Exchange:** Facilitating a continuous exchange of knowledge between alumni and current students.
- **Student Support:** Providing support to current students in various capacities to enhance their educational experience.
- **Collaboration and Standards:** Collaborating with different organizations while upholding the institution's standards and regulations.
- **Engagement in College Activities:** Engaging alumni in college activities such as NSS, sports, and cultural programs, with special events tailored for alumni.
- **Career Counseling:** Contributing to career counseling initiatives, assisting current students in making informed career choices and exploring opportunities for further education.

Activities and Contributions: The Alumni Association actively enhances the college community through:

1. **Gender Awareness Programs:** Conducting workshops on gender awareness accessible to all departments, significantly improving campus culture and inclusivity. These workshops provide a platform for current students and alumni to exchange views and experiences, enriching their understanding of gender issues.

The association's active participation and steadfast support reflect its commitment to the growth and enrichment of the Munshi Premchand Mahavidyalaya community. By showcasing the professional and personal achievements of its members, it reinforces the values and vision of the institution, ensuring a thriving environment for both current students and alumni alike.

File Description	Document
Upload Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Governance and Leadership at Munshi Premchand Mahavidyalaya

The governance of Munshi Premchand Mahavidyalaya exemplifies effective leadership aligned with the institution's vision and mission.

- **Foundation and Structure:** Established in July 2008, the college administration operates a decentralized structure through various statutory and non-statutory bodies, supervised by the Principal and the Governing Body.
- **Quality Assurance:** The Internal Quality Assurance Cell (IQAC) is crucial in implementing quality assurance activities in both academic and administrative sections, focusing on enhancing teaching and learning outcomes and integrating technology into classroom activities.
- **Student Participation:** Students actively participate in various committees, including the Governing Body, Students' Council, NSS, and the Cultural Committee, to achieve institutional goals.
- **Social Activities and Programs:** The institution organizes sports, career counselling, cyber law workshops, social awareness campaigns, and other initiatives to enhance efficiency and coordination among students.
- **Transparency in Processes:** Teaching and non-teaching staff ensure transparency in online admission and examination processes.
- **Quality Education and Feedback:** The administration is committed to ensuring quality education and addressing student demands through regular feedback.

Vision

Munshi Premchand Mahavidyalaya aims to empower students through holistic education, research, and extension by nurturing innovation, leadership, and national development. The college is dedicated to building leadership, fostering scientific temper, and developing creative and critical thinking, with a focus on individual, family, and community life.

Mission

The faculty strives to contemporize academic content and implement new technological knowledge in Humanities, covering languages, literatures, history, geography, politics, economics, and education. The curriculum helps students develop key life skills for professional and societal roles, aiming to:

- Train students for professional employment.
- Foster appreciation for cultural heritage with a critical perspective on social and economic advancement.
- Undertake training of trainers and educators.
- Promote community outreach and extension.

Decentralization and Participative Management

Munshi Premchand Mahavidyalaya enhances governance through decentralization and participative management.

- **Leadership:** The President of the Governing Body and the Principal have led the college's governance and management over the last five years.
- **Subcommittee Involvement:** Members of the Governing Body and 22 subcommittees manage various academic and administrative functions.
- **Democratic Approach:** The Principal and subcommittee conveners make policy decisions after consulting with members and stakeholders.

Case Study: Decentralized and Participative Management

Example: Purchase of Electronic Goods

- **Needs Assessment:** Identified in an IQAC meeting.
- **Consultation:** Taken to the Teachers' Council and a Purchase Committee was formed based on the IQAC's resolution.
- **Procurement Process:** The Purchase Committee evaluated vendor quotations and presented findings to the Governing Body. A work order was issued following the tender response as per financial norms.

This case study illustrates the effectiveness of decentralized and participative management in institutional governance.

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

Munshi Premchand Mahavidyalaya, a government-aided institution affiliated to the University of North

Bengal, diligently adheres to mandates and guidelines established by regulatory bodies such as the UGC, MHRD, NBU, Government of West Bengal, and the Department of Higher Education. Upholding service rules and ethical standards in an appropriate way, the college ensures a structured and effective academic environment, with permanent teaching faculty appointed through West Bengal College Service Commission.

Organizational Structure and Decision-Making Bodies

1. Governing Body (GB):

- **Role:** Oversees all institutional operations, including finance, human resources, educational activities, and infrastructure.
- **Functions:** Formulates policies and deliberates on academic, financial, and administrative initiatives aligned with the institution's mission.

2. Principal:

- **Role:** Acts as the coordinator among all stakeholders, maintaining a democratic organizational structure.
- **Functions:** Executes career advancement for staff and facilitates overall student development.

3. Internal Quality Assurance Cell (IQAC):

- **Role:** Ensures quality in educational and administrative performance.
- **Functions:** Develops, applies, and monitors quality benchmarks for academic and administrative activities.

4. Finance Committee (FC):

- **Role:** Manages the institution's financial health.
- **Functions:** Reviews and prepares budget proposals under the guidance of the Bursar and the Head of the Institution, with subsequent approval by the GB.

5. Academic Subcommittee:

- **Role:** Maintains educational standards and interdepartmental coordination.
- **Functions:** Oversees teaching, training, research, and examinations.

6. Staff and Academic Councils:

- **Teachers' Council:** Facilitates decentralization of academic responsibilities through frequent meetings and subcommittee formations.
- **Department Heads:** Ensure smooth intra-departmental operations and manage academic activities related to student progression.

7. Bursar:

- **Role:** Oversees financial operations.
- **Functions:** Ensures proper fund utilization for maximum student benefit.

Committees and Support Structures

- **Service-Related Subcommittees:** Implement government policies regarding employment, service conditions, and promotions.
- **Library Committee:** Maintains a comprehensive collection of resources, ensuring they are up-to-date and accessible.

Recruitment and Appointment Policies

- **Permanent Teachers:** Guided by UGC rules, involving recommendations from the CSC, GB approval, appointment letters, and service confirmation post-probation.
- **College Management Recruitment:** Guided by UGC rules, the college recruits guest teachers as per requirement and in unison with students-teachers ratio by means of advertisement, expert panel interviews, merit list formation and GB approval.
- **State Aided College Teachers:** Involves departmental requisition, GB placement, advertisement, expert panel interviews, merit list formation, GB approval, and final government approval.

Strategic and Quality Initiatives

Munshi Premchand Mahavidyalaya fosters an ecosystem of continuous improvement and innovation, promoting active engagement and excellence in teaching, learning, and research. The institution is committed to strategic initiatives that enhance educational quality and operational efficiency, ensuring that all stakeholders benefit from its governance and leadership framework.

Future Plans

The college has sent proposal for construction of auditorium. The e-tender process of constructing G+4 storied Educational Building (Administrative Block & Science Block) has been initiated by North Bengal Development Department, Govt. of West Bengal, against an estimated cost of Rs. 9,46,85,414/- (Rupees Nine Crores Forty Six Lakhs Eighty Five Thousand Four Hundred Fourteen only) with a view to open Science stream in near future. The college proposes to open second campus, and the proposal for the same has been sent. The college seeks to introduce B.Com stream and Hindi medium courses in different subjects, and letter to procure necessary permission has been sent to University of North Bengal and Department of Higher Education, Govt. of West Bengal. Permission has been granted to introduce NCC (Boys). Moreover, the college proposes to open the second unit of NSS.

6.2.2

Institution implements e-governance in its operations

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**

4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Comprehensive Welfare Measures at Munshi Premchand Mahavidyalaya

Munshi Premchand Mahavidyalaya has implemented comprehensive welfare measures for both teaching and non-teaching personnel to ensure their well-being and professional development:

- **General Provident Fund:** Available for all staff appointed against substantive posts.
- **Festival Bonus:** Sanctioned for all eligible non-teaching staff.
- **Government Welfare Schemes:** Proper disbursement to employees.
- **Leave Entitlements:** All staff enjoy leaves as per government norms, including maternity leave and CCL for female staff, and duty leave for academic and faculty development.
- **Timely Promotions:** College administration ensures the timely promotion of all staff.
- **Academic and Friendly Environment:** The college maintains a conducive environment for both academic and personal growth.
- **Leave Approvals:** Staff can enjoy their allotted leaves, approved as per their requirements.
- **Duty Leave for Development:** Teachers receive duty leave for participation in seminars, orientation programs, refresher courses, and similar activities.
- **Training and Development:** Leaves are granted for teaching and non-teaching employees to participate in IQAC's training programs in teaching techniques, ICT skills, and administrative software (ERP).
- **Research Motivation:** Teachers are encouraged to undertake research work through participation in seminars, workshops, short-term courses, projects, research articles, and book publications.
- **Recreational Programs:** Annual cultural programs, Teachers' Day, Basanta Utsab, and picnics are arranged for staff members.

Financial Support and Professional Development

- **Financial Support for Conferences/Workshops:**
- 2018-19: 04 teachers
- 2019-20: 02 teachers
- 2020-21: 00 teachers

- 2021-22: 01 teacher
- 2022-23: 03 teachers
- **Professional Development/Administrative Training Programs:**
- 2018-19: 0
- 2019-20: 0
- 2020-21: 0
- 2021-22: 0
- 2022-23: 0
- **Teachers Attending Professional Development Programs:**
- 2018-19: 01 teacher
- 2019-20: 00 teachers
- 2020-21: 01 teacher
- 2021-22: 04 teachers
- 2022-23: 05 teachers

Performance Appraisal System

The institution implements the PBAS (Performance-Based Appraisal System) for faculty members in accordance with the 2016 UGC regulations. Eligible incumbents are considered for promotion based on the following:

- **Appraisal Reports:** Teachers submit appraisal reports in the prescribed format at the end of each year.
- **IQAC Review:** The IQAC examines the submitted papers for promotion under the Career Advancement Scheme (CAS) and forwards the cases to the Governing Body for approval.
- **Student Feedback:** A feedback system is in place where students evaluate the performance of their teachers. This evaluation is recorded in a diary system on a daily basis.

Non-teaching personnel do not have a PBAS, but they are eligible for straight promotion in their specific sector after at least 10 years of service.

By implementing these welfare measures and development programs, Munshi Premchand Mahavidyalaya ensures a supportive and growth-oriented environment for its staff, fostering their professional and personal well-being.

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 11.24

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
3	1	0	2	4

File Description	Document
Institutional data in the prescribed format	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 8.87

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
5	4	1	0	1

6.3.3.2 Number of non-teaching staff year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
7	7	7	7	7

File Description	Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from

various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Audits and Financial Practices at Munshi Premchand Mahavidyalaya

Internal and Statutory Audits

Munshi Premchand Mahavidyalaya conducts regular internal and statutory audits to ensure financial accountability and transparency.

- **Internal Audits:** Conducted annually as approved by the Governing Body, the internal audits are managed by the accounting division under the supervision of the bursar, accountant, and Cashier. The last internal audit covered the financial years from 2020-2021 to 2022-2023. Auditors meticulously review financial details and provide recommendations, which the college implements in the subsequent financial year.
- **Statutory Audits:** Appointed by the Department of Higher Education, Government of West Bengal, statutory audits have been completed up to the financial year 2019-2020.

Strategies for Fund Mobilization and Resource Utilization

Munshi Premchand Mahavidyalaya employs a transparent method for mobilizing finances and optimizing resource utilization.

Fund Mobilization

The college secures funding from various sources, including:

- Government grants
- North Bengal Development Department
- Local MLA-LAD and MP-LAD funds
- NSS grants
- State Government grants for equipments and minor renovations

Resource Utilization Process

1. Requirement Identification: Needs for goods and services are identified by relevant personnel and committees.

2. Purchase Committee Discussion: The purchase committee reviews and confirms the requirements before sending proposals to the Governing Body for approval.

3. Procurement: Approved goods or services are procured. A debit voucher is prepared, detailing the supplier's name, ledger name, narration, amount, and receiver's signature. This voucher is prepared by the accountant and verified by the bursar and Principal after cross-checking with the stock register.

4. Finance and Tender Committee: Once funds are approved, the Finance Committee or Tender

Committee, under the Principal's direction, initiates tender procedures in consultation with the Governing Body to ensure proper fund utilization.

5. Compliance and Monitoring: The college follows finance rules set by the Governments of West Bengal and India. The tender committee issues work orders based on tender responses and regularly monitors work progression.

Example of Optimal Resource Utilization

A notable example is the construction of five classrooms funded by the Department of Higher Education, Government of West Bengal. This project exemplifies the effective mobilization and utilization of resources, showcasing the active roles of the Building Committee, Finance Committee, and Tender Committee, along with the Governing Body, in executing the college's developmental strategies.

By adhering to these practices, Munshi Premchand Mahavidyalaya ensures financial integrity and optimal resource utilization, contributing to the institution's sustained growth and development.

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Established on April 6, 2013, the Internal Quality Assurance Cell (IQAC) at Munshi Premchand Mahavidyalaya is dedicated to guiding and evaluating all academic and administrative activities of the college. It supports infrastructure improvement, enhances faculty competencies, and empowers students in their learning processes. The IQAC tracks incremental advancements in institutional activities and continuously reviews the teaching-learning process, operational structures, methodologies, and learning outcomes.

Key Functions and Activities of IQAC

Infrastructure Improvement

- **Library and Classroom Upgrades:** Upgrades include a fully automated college library and ICT-enabled smart classroom.
- **Website Enhancement:** Continuous improvement of the college website to facilitate better communication and information dissemination.

Academic Activities

- **Academic Calendar:** Preparation of an academic calendar for smooth college operations.
- **Teaching Plans:** Faculty members prepare teaching plans to improve the teaching-learning process.
- **Workshops and Conferences:** Encouragement and facilitation of faculty participation and organization of workshops, seminars, and conferences.
- **Faculty Development:** Promotion of participation in Orientation and Refresher Courses.
- **Educational Tours and Fieldwork:** Organization of educational tours and fieldwork for students.
- **Student Activities:** Organization of debates, seminars, extempore, group discussions, and cultural programs to enhance students' communication and soft skills.

Extracurricular Activities

- **Holistic Development:** Various departments plan extracurricular activities for students' holistic growth.
- **Community Service:** NSS organizes community development and service activities.
- **Sports Training:** Students are trained in sports such as football, cricket, badminton, kho kho, and athletics.

Extension Activities

- **Environmental Initiatives:** Activities such as tree plantation and waste management.
- **Educational Tours:** Conducted by the Departments of Bengali, Education, Geography, and History.

Quality Enhancement Initiatives

Regulation, Curriculum, and Syllabus Development

- **Curriculum Development:** Active contribution to curriculum formulation and the implementation of the Choice Based Credit System (CBCS).
- **Inclusive Education:** Ensuring inclusivity through mentoring, tutorial, and remedial classes.

Quality Benchmarks and Monitoring

- **Quality Benchmarks:** Establishing and applying quality benchmarks for academic and administrative activities.
- **Stakeholder Interaction:** Regular online interactions with stakeholders and pre-examination induction programs.

Workshops and Seminars

- **Knowledge Sharing:** Conducting workshops and seminars on quality themes, promoting collaboration, study circles, and exchange programs.

Supplementary Examinations

- **Academic Support:** Arranging internal supplementary examinations to aid student progress and

success.

Career Advancement Scheme (CAS)

- **Faculty Promotion:** Monitoring faculty progress and documentation according to UGC guidelines, ensuring adherence to career advancement protocols.

Communication with University Bodies

- **University Liaison:** IQAC members liaise with the University's Board of Studies to align curriculum and syllabus with CBCS standards.

Pedagogical Innovations

- **Innovative Teaching:** Implementing project-based learning and industrial internships to enhance teaching effectiveness, aligning with NEP 2020 guidelines.

Monitoring Teaching-Learning Processes

- **Academic Monitoring:** Regular meetings of the Academic Sub-Committee to monitor teaching-learning processes and learning outcomes.

Orientation/Induction Programs

- **Student Induction:** Organizing orientation/induction programs for new students to provide essential information about the college, courses, and examination procedures.

Annual Academic & Administrative Audit

- **Quality Assurance:** Facilitating annual Academic Administrative Audits to ensure institutional compliance and promote continuous improvement.

Through these endeavours, the IQAC significantly elevates academic and administrative standards, fostering a culture of excellence and continuous improvement at Munshi Premchand Mahavidyalaya.

6.5.2

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Gender discrimination is an age-old issue across different societies, combated by raising awareness about gender equity and justice through various mediums. Educational institutions play a crucial role in educating and empowering young minds against gender discrimination. At Munshi Premchand Mahavidyalaya, promoting gender equity through education is a pronounced aspect of our vision, mission, and goals, and is integrated into our curricula.

To sensitize students about gender-related issues and instill a strong sense of equality, harmony, and security, especially among girls, the college has undertaken various initiatives and programs.

Initiatives and Programs

Women Cell:

The college has formed a "Women Cell" that conducts various gender sensitization activities, including seminars, workshops, special lectures, and meetings each academic session.

Anti-Ragging Committee:

An Anti-Ragging Committee is formed as per U.G.C. guidelines. Students are required to sign an affidavit at entry-level, pledging non-involvement in ragging activities.

Safety and Security:

- **CCTV Surveillance:** CCTV cameras with a 24/7 surveillance system are installed at strategic locations to ensure the safety and security of all students.
- **ID-Card Checks:** At the entrance gate, ID-cards are checked to prevent the entry of unauthorized individuals.
- **Teacher Guardians:** Teachers accompany students as guardians during activities conducted outside the college, such as industrial visits, study excursions, and sports events.

Health and Hygiene:

- **Separate Facilities:** There are separate toilets and a "Common Room" for girls.

- **Sanitary Napkin Vending Machine:** Installed in the common room, providing sanitary napkins at a minimal rate.
- **Awareness Programs:** Girls are educated about personal hygiene, sanitation, and health issues through various awareness programs.

Addressing Contemporary Social Issues

Students are informed about contemporary social issues like sexual harassment, cybercrime, domestic violence, human trafficking, child marriage, and the gender pay gap through group activities, counseling, and syllabus-oriented classroom lectures. Discussions on these topics help make young minds more practical, grounded, and vigilant.

Encouragement of Female Participation

Sports and NSS Activities:

Female students are highly encouraged to participate in various sports and NSS activities to promote their physical health, mental well-being, and cognitive development.

NCC (Girls Wing):

Our NCC Girls Wing plays a substantial role in empowering female students by instilling self-confidence, social responsibility, and gender equity.

Financial Assistance

Kanyashree Prakalpa Scheme:

The "Kanyashree Prakalpa" scheme, under the aegis of Women Development and Social Welfare, Government of West Bengal, provides financial assistance to female students from economically weak backgrounds, ensuring equal opportunities for all.

Commitment to a Non-Discriminatory Environment

Munshi Premchand Mahavidyalaya is dedicated to building a non-discriminatory, free, and fearless women-friendly campus, which is an integral aspect of sustainable societal development. Through these initiatives, we strive to create an environment where every student can thrive without fear of discrimination, paving the way for a more equitable society.

7.1.2

The Institution has facilities and initiatives for

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**
- 3. Water conservation**

- 4.Green campus initiatives**
- 5.Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

- 1.Green audit / Environment audit**
- 2.Energy audit**
- 3.Clean and green campus initiatives**
- 4.Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Institutional Efforts towards Providing an Inclusive Environment

The favourable atmosphere at Munshi Premchand Mahavidyalaya is regarded as an indispensable resource for students from diverse regions and communities. Our college is committed to building and sustaining unity among students, providing an all-inclusive environment for those belonging to different cultures, religions, castes, communities, and socio-economic backgrounds. We take pride in offering a safe and friendly environment for students to learn and prosper.

Promoting Cohesion and Harmony

- **Cultural Events:** The Cultural Committee meticulously organizes various cultural events each year to celebrate the diversity of our nation. Events such as Rabindra Jayanti, Munshi Premchand Jayanti, Bhanu Jayanti, and Bhasha Divas are organized by respective departments. The annual Fresher's Meet and annual Social further instill a sense of oneness among students.
- **NSS and NCC Activities:** Social and environmental activities undertaken by the NSS and NCC units contribute significantly to creating an inclusive ambiance, encouraging students to collaborate in building a stronger society.

College Uniform

- **Uniform Policy:** The introduction of the college uniform promotes an all-inclusive approach by fostering a sense of balance and equality among students, irrespective of their economic background. This policy also instills a spirit of belonging to the institution, laying the foundation for better management and discipline.

Financial Assistance and Scholarships

- **Financial Aid:** Students from economically weak backgrounds receive financial assistance from the College fund dedicated to aiding needy students.
- **Scholarships:** The college ensures that students can access various scholarships provided by both the Central and State Governments.
- **Anti-Ragging and Grievance Cell:** These bodies safeguard newcomer students against any unethical or immoral acts based on caste, creed, religion, or socio-economic background.

Language and Communication

- **Multilingual Instruction:** Recognizing the diverse linguistic backgrounds of our students, teachers deliver lectures in multiple languages, including Bengali, Hindi, Nepali, and English. This approach fosters better understanding and communication between teachers and students.
- **College Magazine:** The college magazine, "Ujjiban," publishes student write-ups in the prevalent languages of the region—Hindi, Bengali, Nepali, and English—enhancing students' creative faculties and promoting solidarity.

Inclusive Practices

- **Non-Discrimination:** Discrimination or grouping based on any criteria in seating arrangements in classrooms, examination halls, or during seminars and workshops is strictly prohibited and monitored by faculty members.
- **All-Round Development:** Munshi Premchand Mahavidyalaya is dedicated to providing a holistic environment for the growth and all-round development of its students.

Through these comprehensive efforts, Munshi Premchand Mahavidyalaya endeavours to create an inclusive, non-discriminatory campus that fosters the growth and development of all students, contributing to the broader goal of sustainable societal development.

7.2 Best Practices

7.2.1

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

Response:

Best Practice - I: Towards Eco-Friendly Campus

Objectives of the Practice:

1. To create awareness among students regarding environmental issues such as various types of pollution, global warming, and increasing health issues due to pollution.
2. To educate students about the importance of planting trees as a means to prevent pollution.
3. To make the campus plastic-free and eco-friendly.
4. To nurture love and respect for nature, making students more sensitive and responsible.

The Context:

Environmental issues have a significant impact on our lives. As an educational institution, it is our responsibility to spread awareness about the importance of environmental conservation within the campus and neighboring areas. Pollution poses a great challenge to humanity; hence, collective efforts are made to promote an eco-friendly environment.

The Practice:

1. **Plastic-Free Campus:** Plastic cups and drinking glasses are replaced by paper cups and glass bottles.
2. **Water Conservation:** Installation of RO aqua-guard drinking water facilities to promote the safe and sustainable use of potable water.
3. **Waste Segregation:** Separate waste bins for biodegradable and non-biodegradable wastes.
4. **Plantation Drives:** Mandatory planting of plants during events instead of lighting lamps. NSS and NCC cadets conduct planting drives within the campus and neighboring areas twice a year.
5. **Awareness Campaigns:** Distribution of plants in nearby areas to raise awareness about the

importance of planting and maintaining a balanced environment.

6. **Smoke-Free Zone:** Smoking is strictly prohibited on campus.
7. **Campus Clean-Up:** Regular campus cleaning projects undertaken by NSS.
8. **Environmental Assessments:** Conducted by the Department of Geography.
9. **Tree Identification:** Trees and plants on campus are numbered and named.
10. **Green Audit:** Periodic green audits to maintain a green campus.

Evidence of Success:

- The campus is transitioning to a plastic-free zone.
- Trees and plants are thriving on campus.
- Several awareness programs regarding water conservation, forest conservation, climate change, waste management, pollution control, and planting have been organized for staff and students, as well as in nearby villages.

Problems Encountered and Resources Required:

- Environmental degradation demands significant resources for addressing issues on and around the campus.
- Support from local administration for various environmental projects would enhance the promotion and practice of eco-friendly measures.
- The institution manages campaign costs and activities from the college fund.

Best Practice - II: Student Smart Card (College ID Card cum Library Card)

Objectives of the Practice:

1. To simplify daily library operations.
2. To reduce operational costs by issuing one card that serves dual purposes.
3. To save time for both students and library staff in providing library services.
4. To reduce the burden on students of carrying and maintaining two separate cards.
5. To ensure better monitoring of book circulation.

The Context:

Munshi Premchand Mahavidyalaya aims to instill a healthy, ambitious attitude in students, essential for success and sustainability in a competitive world. The Smart Card practice has proven effective by enhancing library operation efficiency and scrutinizing student performance. It also supports the reduction of paper usage, addressing a major environmental issue.

The Practice:

With the purchase of KOHA software, a full automation system was implemented. Each library book was assigned a barcode, and online student data maintenance was mandated. The Library Committee, including the Principal, HODs, and library staff, decided to introduce the 'Smart Card'.

- **Smart Card System:** Students’ Smart Cards are scanned, followed by the scanning of the book's barcode they wish to borrow. The data is immediately registered in the online database, and offline records are maintained via a register.

Evidence of Success:

- Improved functionality of the library system.
- Increased student interest and frequency in visiting the library.
- Resolved space issues as manual management of library cards, which required separate cabinets, is no longer necessary.

Problems Encountered and Resources Required:

- Library operations are hindered during load-shedding since the college lacks alternative power sources like an inverter or generator.
- Additional desktops and barcode scanners are needed.
- A library cataloguing machine and complete ICT facilities for students are highly required.

Through these best practices, Munshi Premchand Mahavidyalaya strives to provide an eco-friendly and technologically advanced learning environment, contributing to the overall development and sustainability of its students and the community.

File Description	Document
Best practices as hosted on the Institutional website	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Munshi Premchand Mahavidyalaya: Commitment to Comprehensive and Inclusive Education

Munshi Premchand Mahavidyalaya envisions providing a comprehensive study environment that facilitates the holistic development of students. Despite limited resources, the college aims to offer opportunities that help students become competent and skilled individuals, contributing to society irrespective of caste, creed, race, gender, and economic status. The college strives to develop self-dependent individuals and responsible citizens of the country.

Socio-economic Upliftment of Financially Underprivileged Learners

Established in 2008, Munshi Premchand Mahavidyalaya focuses on aiding adolescents from socio-economically deprived backgrounds to excel academically. The college ensures that no student is left behind or becomes a dropout due to financial constraints. Key attractions for students from lower-income groups include the city-centric location, easy transport facilities, and low fees.

- **Financial Assistance:** The college provides fee concessions to needy students from underprivileged families through the College Student Aid Fund. Students are also encouraged to benefit from state government schemes like “Kanyashree Prakalpa,” “Aikyashree Scholarship Scheme,” and “Student Credit Card Scheme,” ensuring they overcome financial hurdles.
- **Affordable Uniforms and Canteen:** College uniforms are available at reasonable prices, and food in the college canteen is provided at subsidized rates. Sanitary pads are available at a nominal rate from a vending machine.
- **Anti-Ragging and Grievance Cell:** Strict vigilance is maintained to ensure no extra money is extracted from students.

Support for First Generation Learners

The college caters to a majority of first-generation learners from vernacular mediums, many of whom reside in neighboring lower-class areas and adjacent slums. These students often face financial constraints, family pressure to work at an early age, low self-esteem, and social disparity.

- **Admission Guidance:** Comprehensive guidance is provided throughout the online admission process, ensuring students are well-supported from admission to graduation.
- **Orientation and Support:** Orientation sessions by faculty and staff help students transition smoothly into their academic journey. Information is disseminated through notices, classroom announcements, and social media groups.
- **Group Activities:** Participation in cultural programs, NSS and NCC activities helps students overcome low self-esteem and social phobia, recognizing their unique strengths.

Academic Performance

Munshi Premchand Mahavidyalaya implements a well-planned curriculum through effective teaching and learning activities.

- **Tutorial Classes:** Held daily post-regular classes to help students with their studies and personal issues.
- **Free Wi-Fi:** Available for students and staff, facilitating easy access to online resources.
- **Academic Programs:** Departments organize regular academic programs with invited speakers to deliver special lectures on syllabus-oriented topics.
- **Add-on Facilities:** Under an MOU with ANUDIP Foundation, the college offers additional certificate programs in English communication, basic computer training, and time management skills.
- **Industry Training:** The college has signed an MOU with a tea manufacturing firm to provide students with hands-on industry training, relevant to West Bengal's significant tea industry.

Non-Academic Performance

The college also emphasizes sports and cultural activities for holistic student development.

- **Sports and Cultural Activities:** Students are encouraged to participate in annual sports events, inter-college competitions, music, and dance performances during festivals, and inter-college

debates and quizzes.

- **Extension Activities:** The college organizes community service projects, volunteer work, and social awareness campaigns through NSS, teaching students the value of empathy and social responsibility.
- **NCC Unit:** Inculcates discipline, comradeship, and selfless service among students.

Commitment to Holistic Development

Munshi Premchand Mahavidyalaya is committed to holistic development by providing quality education, a range of add-on programs, co-curricular activities under NSS and NCC, and support for sports and cultural activities. The college nurtures well-rounded, capable, and responsible individuals ready to make a positive impact on society.

File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

In a world where education is universally acknowledged as crucial for success, access to quality higher education is essential. Munshi Premchand Mahavidyalaya has made it a priority to offer undergraduate education to aspiring students from educationally disadvantaged regions, catalyzing positive change and empowering countless individuals over the years. Despite its location in a semi-urban area, the institution has built a strong reputation for delivering high-quality education.

Ensuring Quality Education

Munshi Premchand Mahavidyalaya takes pride in its infrastructure, featuring a two-story building with classrooms, laboratories, a gymnasium, and a spacious library with a reading room. Modern amenities such as WiFi, CCTV surveillance, and ICT-enabled classrooms complement departmental libraries and computer facilities. Additional facilities include a canteen, common rooms, and uninterrupted power supply. The integration of digital systems with traditional teaching methods is integral to the college's educational approach.

Supporting Student Development

The college emphasizes holistic student development through community outreach programs, blood donation camps, and engagement with the local community via NSS Units. Events promoting cultural exchange and awareness uphold respect for diversity. Extracurricular activities, counseling, mentoring, and career guidance enrich the student experience, nurturing confidence, leadership skills, and community involvement.

Academic Excellence

Despite economic challenges faced by many students, Munshi Premchand Mahavidyalaya ensures access to stipends, scholarships, and freeships. The college consistently achieves commendable results in both Honors and General courses, with alumni pursuing higher education across India.

Creating a Positive Environment

Transparent leadership, management support, and welfare initiatives for faculty and staff contribute to a vibrant academic atmosphere that fosters personal and academic growth. The Internal Quality Assurance Cell cultivates a culture of quality, enhancing the college's corporate life.

Future Goals

Munshi Premchand Mahavidyalaya remains dedicated to its vision of becoming an outstanding higher education institution. Aligned with the National Education Policy (NEP), it aims to enhance academic programs, expand outreach efforts, and drive regional prosperity by breaking the cycle of educational backwardness. As Munshi Premchand Mahavidyalaya continues its transformative journey, it serves as a beacon of hope, empowering individuals and communities alike, and preparing students to face future challenges.

Through these concerted efforts, Munshi Premchand Mahavidyalaya not only provides access to quality education but also promotes inclusivity, innovation, and community engagement, ensuring its students are well-prepared for the future.

Concluding Remarks :

Munshi Premchand Mahavidyalaya, affiliated with the University of North Bengal, prioritizes holistic student development through academic excellence, community engagement, and ethical awareness. The college offers robust academic support such as remedial classes, continuous evaluations, 'add-on' courses, and online feedback systems. Co-curricular activities including NSS, NCC, and cultural programs enhance social responsibility and skills. Varied teaching methods and faculty development initiatives ensure comprehensive learning, complemented by a commitment to environmental sustainability.

The institution integrates ethics, gender equality, and sustainability into its inclusive curriculum, supporting disadvantaged students with financial aid. Committees oversee student welfare, and extracurricular activities prepare students for future endeavors. Munshi Premchand Mahavidyalaya emphasizes quality education with ICT integration for enriched learning experiences and transparent evaluation processes.

Modern infrastructure, sports facilities, and specialized laboratories contribute to comprehensive student development. The Internal Quality Assurance Cell (IQAC) monitors academic and administrative activities, promoting excellence and accountability. The college celebrates cultural diversity and engages in community service through initiatives like campus clean-ups and tree planting.

In summary, Munshi Premchand Mahavidyalaya is dedicated to nurturing students through quality education, ethical values, and inclusive practices. It prepares graduates to excel academically, socially, and environmentally, ensuring they contribute positively to society. Despite challenges, the college remains committed to continuous improvement and expansion of its educational offerings, aiming for autonomy in curriculum design and conducting independent examinations. As it enhances industry partnerships and supports athletic excellence, Munshi Premchand Mahavidyalaya aspires to be a premier institution known for its teaching excellence and impactful research, fostering conscientious and competent individuals ready to lead in their fields.