



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	NSHM Knowledge Campus, Durgapur-Group of Institutions
• Name of the Head of the institution	Dr. Alok Satsangi
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03432533813
• Mobile no	9800042460
• Registered e-mail	alok.satsangi@nshm.com
• Alternate e-mail	aloksatsangi@gmail.com
• Address	Arrah Shibtala via Muchipara
• City/Town	Durgapur
• State/UT	West Bengal
• Pin Code	713212
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Self-financing				
• Name of the Affiliating University	Maulana Abul Kalam Azad University of Technology, West Bengal				
• Name of the IQAC Coordinator	Mousumi Mukherjee				
• Phone No.	03432533813				
• Alternate phone No.	8637319349				
• Mobile	9635783312				
• IQAC e-mail address	mousumi.mukherjee@nshh.com				
• Alternate Email address	mousumi2685@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://goidgp.nshh.com/pdf/AQAR-of-2019-2020-NKCGOI.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://goidgp.nshh.com/pdf/2020-2021-academic-calendar.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.41	2019	01/04/2019	31/03/2024
6.Date of Establishment of IQAC			25/05/2017		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	03	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	No	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
Conducted on campus vaccination camp for all stakeholders and the local people in association with Medica Hospitals		
Took measures for health and safety of stakeholders ,Regular sanitization calendar introduced, collaborated with hospitals for health issues for faculty and staff, mini clinic/ camp established in the campus with qualified doctor on campus and on call, covid task force formed to monitor health and hygiene situation in the campus.		
Revisited the financial sustainability of the institution in the light of pandemic and need for the new faculty recruitment.		
Official website upgraded for better information processing and retrieval.		
Institute participated in NIRF, Outlook, India today, Chronicle and The week ranking		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
Academic webinars	Graduates were able to illustrate subject knowledge in a better way by attending webinars taken by the experts of various institutes
Industry webinars	Graduates were able to link academic to the Industry through the Industry webinars
Online internships	Students were able to complete their internships online due to lockdown
Focus on Teaching-Learning Process during pandemic	On-line Class records held during two semesters - Even and Odd during the academic year 2020- 2021 - All virtual classes were held during the Even Semester and during the Odd Semester. All faculty members took the virtual classes with enthusiasm and the students' participation was quite encouraging. LMS was well maintained by all faculty members.
Enhancement of Soft Skill initiatives e.g. English/ French	Students participated in the soft skills and linguistic classes online
Yoga sessions	In order to maintain parity in mental and physical health during lockdown online yoga sessions were organized for the students and faculty members.
13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022	26/02/2022

15. Multidisciplinary / interdisciplinary**16. Academic bank of credits (ABC):****17. Skill development:****18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)****19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):****20. Distance education/online education:****Extended Profile****1. Programme**

1.1 733

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

File Description	Documents
Data Template	View File

2. Student

2.1 1317

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2

01

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

File Description	Documents
Data Template	View File

2.3

331

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1

110

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2

105

Number of sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	733
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1317
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	01
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	331
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	110
File Description	Documents
Data Template	No File Uploaded

3.2	105
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	44
Total number of Classrooms and Seminar halls	
4.2	523.36
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	358
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

1. At the beginning of each academic session, college prepares its proposed academic calendar, which is uploaded in the college website. The proposed academic calendar is prepared according to the notices and circulars received from the affiliating university. Students are informed about the academic calendar of the college notifying the probable teaching days, dates of internal examinations, vacations etc.

2. Orientation programme is organized every year for newly admitted students to make them aware of the mechanism for curriculum delivery and implementation. This year even in this situation proper orientation programme was conducted in online mode.

3. Routine is prepared and circulated by different departments. Routine is prepared strictly in accordance to the number of credit points mentioned in the prescribed syllabus of each course offered

by the departments.

4. Based on the departmental routine, departments conduct meetings for allotment of classes and syllabus distribution among the teachers. Students are given details of teaching assignment of each teacher at the beginning of a session by the department.

5. Based on the teaching assignments allotted in the syllabus distribution, teachers prepare their "teaching plans" according to the number of lectures allotted in the university syllabus for each topic

6. Teachers use power-point presentations, videos etc during the lectures to demonstrate topics.

7. Reading materials and recorded lectures of teachers are also being uploaded on the LMS prior, for students as an e-learning technology.

8. Class tests/surprise test and student presentations are held after completion of a section of the syllabus and periodic review of performance of students is undertaken.

9. Tutorial classes are also held.

10. Extra classes/ Seminars are also held during the summer and winter vacations every year to keep pace with the industry requirements.

12. Post-graduate students are specially trained to handle assignments, open-house seminars and dissertation to prepare themselves for academic research in future.

13. Interactive sessions with students and, sometimes with guardians are held to identify problem areas. Special care is taken to address the problems of slow learners, advanced learners and first generation learners. Social net-working sites are also used by some departments for interaction between faculty and students beyond the class hours

14. Student satisfaction survey is conducted by IQAC to improve the teaching learning process of each department

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://www.nshmc.ac.in/academics/resources/academic-calendar/

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

Continuous Internal Evaluation in consultation with affiliating university's academic calendar and regulations. Each year is divided into two semester - Autumn semester (July- December) and Spring semester (January- June). The Autumn semester ordinarily begins in July for students' already on rolls and Spring semester ordinarily begins in January. However, the first semester (Autumn, for admitted students) may begin a little later depending on the completion of admission formalities. The number of teaching weeks in each semester shall be 15 - 18 with a minimum of 90 teaching days excluding the period of examination.

Each year the University draws out a calendar of academic and associated activities, which is adhered to as far as possible. Details of curricula and syllabi are decided by the academic council with provision for modification from time to time as per needs of specialization concerned.

For end semester Examinations College follow a centralized evaluation system and dates as per the University guideline and incorporates it to its academic calendar. To conduct the practical/lab examinations the University gives a time slot to conduct the practical exams within a stipulated time. The practical examinations are of 100 marks in which 60 marks are the term end evaluation and 40 marks are given as internal assessment and schedule for the same adhered or followed as per university schedule and incorporated to the college academic calendar.

During this pandemic time there were some changes in the duration of the semesters and also the exams were in online mode. The internal assessments are divided into 4 continuous assessments which could be taken in any desired mode like assignments, quiz, project etc.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://www.nshmcampus.com/academics/resources/academic-calendar/

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

A. All of the above

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

1.2 - Academic Flexibility

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

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

11

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

7

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

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

749

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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

The Institution is an affiliating college that through its co-curricular activities and various courses tries to inculcate values and ethics among its students.

It ensures not only effective curriculum delivery but also makes every effort to impart a holistic education that goes beyond the curriculum through numerous activities conducted throughout the year. The students imbibe universal moral and social values, sensitivity towards gender issues and environmental consciousness.

1. Regular awareness programs are conducted like 'Tree Plantation' and 'Clean India-Swachh Bharat Campaign'.
2. Environmental Science is taught in different programmes as a compulsory subject.
3. Values and Ethics in Profession is also included in the curriculum.

4. Subjects like Human Resource Management is also there in the curriculum students.
5. Environmental education is given through projects, field work, nature club activities and Green Audit. Students are also encouraged to participate in different programmes like online quiz contests organized by other Institutions for enhancing awareness related to the environment.
6. Human values promoted through the activities of the NSS, Rotract club, Blood donation camps and Unnat Bharat Abhiyan for illuminating the young minds of the duties and responsibilities of the citizens of this country.
7. Community outreach and other social welfare programmes
8. Code of Conduct uploaded in the College website and also informed by the Program coordinators during Students' Orientation.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

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

11

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships	
372	
File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File
1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	https://goidgp.nshh.com/pdf/feedback-2020-2021.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://goidgp.nshh.com/pdf/feedback-2020-2021.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	

2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
317	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
60	
File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>Assessments can be used to measure student's learning levels following an ongoing basis. The Assessment techniques of our Institute reveal the level of Learning of the students and identifies the slow learners and Advanced learners during the course. For the slow learners, Institutes provide a more systematic and regular class so that the students can write the most important points after attending the Tutorial Class . A Feedback Mechanism also developed and shared with the students and followed one to one mentoring session to the slow learners.</p> <p>For the Advanced Learners Institute organises the Revision Class to build their more Confidence and to make them a model to the Institute. After organising a systematic and periodical learning Improvement Mechanism the Institute also recognises the students at the end of the semester Examination.</p>	

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

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

Number of Students	Number of Teachers
1317	110

File Description	Documents
Any additional information	No File Uploaded

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

After identifying the slow learners and Advanced Learners the Institute provides a structured Routine which is purely students centric for the betterment of the students. The basic objective is to adopt student's centric methodology like debate, Elocution, Quiz competition, Seminar and conference, Case Study .Institute also adopts experiential learning, participative learning and problem solving methodologies periodically for enhancing the Learning levels of the students. This approach of Learning includes

i) Case study ii) Project Based Learning iii) Guest Lecture session iv) Industrial Visit V) Team Building Game

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

In addition to the Traditional Method of Teaching & Learning approach the Institute follows ICT enabled teaching to enhance the

learning level among the students. College has taken initiative to provide e-learning atmosphere in the classroom. Faculty Members of this Institute are using the IT enabled learning tools such as PPT, Video clippings Sharing , Class Conduction through MS Teams, Zooms and online sources shared to expose the students for advanced knowledge and practical learning. Every Classroom of this institute is equipped with LCD Projector, WIFI connectivity. Most of the faculty are using interactive methods for teaching through research paper presentations, seminars, debates, GD/PI, Hand On session on application of Software, assignments, quiz/tests/viva and laboratory works. The central library of this institute is providing online library access facility for faculties as well as student and contributes to enhance their E-Learning skills. The Library which has E-learning resources efficiently manages by a Qualified Librarian who guides and shares the available resources through a structured Time management Mechanism. To promote independent learning skills an advanced computer laboratory with internet connection has been provided to access the internet facility by the students and Faculty as well. Its is professionally managed by the Qualified System Administrator.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

2.3.3.1 - Number of mentors

110

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality	
2.4.1 - Number of full time teachers against sanctioned posts during the year	
110	
File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded
2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)	
2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year	
23	
File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File
2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)	
2.4.3.1 - Total experience of full-time teachers	
974	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Internal Assessments are an integral part of the teaching process.

There are 4 Nos. of Continuous Assessment (CA) for Theory Courses and 2 Nos of Practical Continuous Assessment (PCA) for Practical Courses and 4 Nos of CA. Finally, the CA marks/subject out of 25 are computed based on the highest CA score out of CA 1-4 by the MAKAUT System. Additionally, for attendance 5 marks are added to the CA. Similarly, the PCA marks out of 40 are based on the highest PCA score of PCA 1-2. There is no provision for additional attendance marks in PCA. 4. Teachers receive the login credentials for the upload of internal as and 2 Nos of PCA for Courses having both Theory and Practical Credits.

Year lag students (YGPA less than 5) are eligible for internal and University assessments of the concerned year. In the case of Backlog students, only those courses with Grade I or F qualify for internal assessments, where the CA / PCA marks were previously below the pass marks.

Serial No

Continuous

Assessment Description

Subdivision of

Continuous Assessment

The logic of Marks

capturing in Internal LMS

Theory

1

CA1

CA1A or CA1B,

whichever is highest

1.1

Without

Option

CA 1A

1.2

CA 1B

2

CA2

Average of Best of 2

2.1

Without Option

CA 2A

2.2

CA 2B

2.3

CA 2C

3

CA3

Average of Best of 2

3.1

Without Option

CA 3A



3.2

CA 3B

3.3

CA 3C

4

CA4

Average of Best of 2

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

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

At the college level, an examination committee, is constituted to deal with the issues regarding the process of Internal Examination along with evaluation process. This College is confined to the guidelines as prescribed by the MAKAUT University for conducting the Semester End Exam. For Conducting Internal assessment during the course, students are being communicated with details of Guidelines in advance to bring the transparency and to build the confidence removing the fear of Exam. After evaluation of internal assessment it is the common practice of this institute to share the answer scripts to students to have an idea of their performance . Doubt clearing session also conducted by the concerned Faculty, clarifies their doubts for better performance in future. For any grievances of the students regarding the Internal Examination conduction and process immediate steps are taken by the Departmental HOD to resolve. A Dedicated Exam cell is operative in full swing to handle any problems related to form Fill up and conduction of Exam which is duly taken care by the Head of the department. University guidelines regarding answer script evaluation are also shared to the students in advance so that they can comply the formalities as desired before the University on or before the schedule date.

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

2.6 - Student Performance and Learning Outcomes

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

The Course Outcomes and Programme Outcomes are in line with the vision and mission of the Institution. Students enroll themselves for the Masters Degree programme in Business Administration as well as Bachelor in Engineering and Technology and Bachelor in Hotel Management & Catering Technology. Those students who intend to study for masters degree programme are prepared to excel in the corporate world. The program provides them with internship opportunities which prepare them for the corporate world ahead. Those students who are enrolling for Bachelor in technology are the budding engineers of tomorrow, they need to have a view of the industry requirements and the technical know-how of the modern times. Times have changed as well as the industry standards.

The students have to face the sweeping change in the field of engineering and get equipped for the changes. Students who are opting for hotel management and catering technology are the budding chefs and service managers of tomorrow. The hospitality industry is going through vast changes and the students need to be well acquainted with the changes. For that reason, the program has been made in alignment with the requirements of the hospitality industry. The program outcome will help the students to emerge as professionals in the corporate world and evolve them as better human beings.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://goidgp.nshh.com/prog-advantage.php
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The programme specific outcomes are measured by taking the aggregate result of all courses in a given programme of an individual student, and then the average performance of all the students in a given programme. At the Post Graduate level and Undergraduate levels, the attainment of programme outcomes is measured through students' progress to higher studies or the results in any higher educational institution in India or abroad. Another, measurement of attainment is students' placement in companies and institutions. The feedback system of different stakeholders which is in place in the institution helps it to measure and reckon the attainment of the programme outcomes. The online student feedback system provides information pertaining to the relevance of the course, availability of the course material, and course's importance in terms of employability and so on which are pertinent questions and which help the Institution measure its learning outcomes.

Internal tests can be conducted per semester to ensure that the students have attained the desired level of competency at the module level. It is also necessary to evaluate whether the corresponding course Outcomes have been achieved or not. According to the performance of the student in answering each question, mapping is carried out with the respective COs for assessing the attainment level of the specific CO of the subject.

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

2.6.3 - Pass percentage of Students during the year

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

789

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://goidgp.nshh.com/pdf/sss-2020-2021-nkcgoidgp.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

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

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

3.1.2.1 - Number of teachers recognized as research guides

4

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The college is giving adequate importance to research as per the last NAAC peer team's suggestion. The institute has a central research committee, that oversees the research activities of the college faculties and students. The post graduate students are encouraged to join seminars. Institute has a research cell where students and faculties present their own work or other interesting work in various field periodically. Research cell motivates the faculty members to submit research proposals to various funding agencies like DRDO, DST, AICTE, DBT, etc.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year**3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year**

5

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year****3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

3

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

20

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

5

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The college has a number of committees to engage students in such activities. The college has one NSS unit. The students of NSS regularly clean the Lord Shiva temple which is located near the Institute, they also prepare community lunch during shiv ratri and offer to nearby villagers. Institute is also part of Unnat Bharat Abhiyaan and lot of students are part of it and are engaged in various activities related to it.

Women's Day is celebrated as part of Gender Sensitization programs. Webinars were also conducted to make aware the students. "International Yoga Day" was also celebrated for making the students mentally and physically fit. Following activities are undertaken to engage faculty, students, and staff in the neighborhood community, viz. Swacchha Bharat initiatives, NO to Plastic campaign, Tree plantation, Health camp, Blood donation etc. In keeping with the Swasth Bharat initiatives all across the country, students reached out to villagers in Arrah, Gopalpur in Durgapur as part of the Outreach Programme. Due to the pandemic, online programs were conducted during this year to aware the students such as Vaccination Drive on Covid19 pros and cons", Nutrition- A world of opportunities.

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

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

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

2

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

0

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

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

2

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

5

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The Institute is facilitated with a sufficient number of classrooms, seminar halls, laboratories, equipment for teaching, learning and research etc. Sufficient numbers of well-ventilated, well-furnished classrooms are available for conducting theory classes. Each room has a seating capacity of 60 students, provided with LCD projectors, Wi-Fi and LAN enabled internet connectivity. Seminar halls are equipped with speakers along with LCD projectors, LCD screen and white boards. Laboratories are well equipped and maintained so that students can carry out both curriculum and research related activities. Laboratories are equipped with latest instruments along with high speed Wi-Fi networks. The college has Language Labs for students to improve their communication skills. We also have a well-equipped computer lab which are used by the students for lab-based classes. Learning Management System is also in practice where all reading material on the topic is uploaded so that the student can access notes.

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

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

The college encompasses a well maintained campus spread over a serene green land. Our Management believes in the all-round development of our students. There is a lot of encouragement for the students to participate in sports and culture activities simultaneously and thus they are awarded and rewarded accordingly.

Extra -curricular activities - sports, outdoor and indoor games, gymnasium, auditorium, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

NSHM motivates its students to participate in various activities conducted by the College and other institutions and organizations.

College organizes Inter College Competition and National level Hospitality Ensemble time to time. Where Colleges from across the Country are invited to participate in various Competitions in related field. Apart from this various departmental activities also takes place. Most of the events are judged by the professionals from the industry.

Students and staffs participate in Cultural events on Republic Day, Rabindra jayanti, Bengali New year etc. Rangoli, International Housekeepers week, flower arrangement competition, theme decorations Food festivals, Bar Tending, cocktail workshops, Debate, Extempores and various sports activities has given opportunities to students to showcase their talent. Students have shown keenness in these events.

Students also participated in sports activities organized by MAKAUT University. To create value addition, we conduct additional classes of Personality Development.

To create value addition, we conduct additional classes of Personality Development with a view to enhancing communication skills and grooming of our students.

Outdoor Sports and Games are available within the campus. Students play Volleyball, Basketball, Lawn tennis, Badminton, Cricket etc. There are also indoor games like Chess, Table tennis, Billiards, Carrom etc. For Mental and Physical Fitness of students and staff we have Gymnasium and Yoga centre with instructor

Cultural Activities:

Students are very much encouraged to participate in the cultural

events held in the college like Technical fests, Freshers, Annual Sports Day, Annual Day, Farewell etc., to exhibit cultural talents.

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

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

44

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

2.8475

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

To fulfill mission and achieve the desired objectives, the library has performed the basic function of acquiring and organizing the learning resources and providing the facilities and service to their clientele.

Objectives

- To support the learning process of students
- To meet the information/ research requirements of the faculty members
- To meet the information/ research needs of students
- To meet the urgent requirements of study materials all faculty members & students

Learning Resources

The library has a good collection of 29945 books in various areas subject/course. It subscribes journals and online databases (e-Library). The library has a collection of video C.D. It subscribes Journals, (International and National) and variety of newspapers.

The NSHM learning resource center plays a very important role in providing information services for the academic community in their intellectual pursuits.

NSHM Library is located to easily accessible to all. The Library consists of the following sections

The Circulation Section

The Periodical Section

The Stock Area

The Reference Section

Digital library

Library automation (TCS ION)

The electronic resources subscribed by the library are accessible

to the users through Institute's network. The library's functions and services are fully automated & its cover Acquisition, Members, Circulation, Stock Management, Subscription, Suggestions, Binding, Reports. The users can access the online library catalogue and find out the availability of library materials from their own computer terminals

Name of the ILMS software - TCS ION

Nature of automation (fully or partially)- Partially

Version-2017

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

D. Any 1 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

NIL

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

0

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

4.3 - IT Infrastructure

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

NSHM Knowledge Campus, Durgapur - GOI has a policy to create and enhance IT facilities to promote vertical and horizontal mobility for Research and also advancement in teaching learning methods. A centralised server that is operational 24/7 is maintained regularly to provide uninterrupted IT services for students and staff. The institute has firewalls in place to prevent hacking and cybercrime. The Lan firewalls provide limited access thereby protecting sensitive data. All the data is maintained in the centralised server to prevent data loss. Adequate measures are taken to prevent the risk of data corruption. Protection against hacking and other information security threats is also ensured. has a 24/7 Wi-Fi facility for students and faculty members to avail internet connection in the campus and hostel.

Hardware Infrastructure

1. There are 7 nos. Of Computer laboratories . All the PCS in the laboratories, library and classrooms are having original Microsoft OS and are under Microsoft Campus Agreement.
2. The faculties are provided with Desktop / Laptop for their day to day activity.

3. All the PCS are protected by On-line UPS.

Network and Security Infrastructure

1. Fortigate300D UTM is in place which ensures filtered bandwidth for students as well as team members.
2. Extreme Core Switch X460G2 controls all the distribution switches which are also responsible for managing VLAN in the campus.
3. All the pcs are protected with Kaspersky Endpoint security

Wi-fi Infrastructure

Wi-fi facilities are available in most of the areas

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

4.3.2 - Number of Computers

358

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

523.36

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The institute has Administration Department headed by GM Administration to take care of the day to day operations and maintenance apart from contractual staff to assist.

Maintenance of infrastructure: A dedicated work force of maintenance staff under General Manager-Administration comprises of administrative assistants & hostel wardens. Most of the work is outsourced on AMC basis; four maintenance staff is always on duty and work in shifts. Uninterrupted electricity is ensured with back up of 2 DG Sets of 250 & 160 KVA capacity. The job timings for housekeeping staff are from 6 a.m to 2 p.m in the morning shift. Some staffs are also engaged in the evening shift to attend to the housekeeping from 1 pm to 9 p.m. One supervisor is also engaged to ensure proper hygiene and sanitation in the campus; only branded items (agents and equipments) from the reputed companies are used. Suitable pest control measures like regular spray of pesticides/ periodic fumigation is carried out as per requirement. Laundry services for the Institute and hostels are outsourced to professional laundry service companies within the premises. The institute appoints contractual housekeepers, DG operators, gardeners, security guards, plumbers, electricians etc. For maintenance and repair works, through outsourcing to ensure seamless operations.

Sanitary facilities: Proper sanitary facilities have been provided

on all the floors for ladies & gents separately. To ensure Hygiene and Sanitation in the Campus and hostels, only branded items are being used. Sanitary pad vending machine are also installed in campus washrooms and girls hostels.

Open space is covered by concrete roads surrounded by Landscaping beautiful lush green front lawns with designed landscape, trees along with side wall, Seasonal flowers of various hues and colours add to the beauty of the campus.

Parking: A separate and defined parking area has been earmarked for parking of cars /bikes of faculty and staff. Students' vehicles are parked in a separate area under the surveillance of security guards.

Fire safety: The institute is equipped with adequate no. of fire extinguishers, checked and refilled at defined intervals. Mock fire safety drills are carried out at regular intervals to ensure preparedness. Department heads report to the Principal/Director about any preventive or repair maintenance required for infrastructure, instruments, ICT of their respective departments. Apart from this Administration Manager takes care of the regular maintenance and upkeep. The Institute has established policy & guidelines of Purchase, HR and Finance in the form of manuals, which is followed by the operational staff & faculties

Laboratory, library, Sports complex & Classroom:

There are separate classrooms for all departments like MBA, Hotel Management and Engineering. All the departments have their separate laboratories also like Civil, Mechanical, Computer, Electrical, Electronics, Language, Food and Beverage, Housekeeping, Front office, Basic science etc.

There is a sports complex with different types of sports facilities like TT, Billiards, gymnasium, Zumba room, badminton court, volleyball court and football ground.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support	
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
0	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
99	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

171

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

171

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

171

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

21

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

01

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

0

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

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

The College has created a platform for the active participation of the students in the various academic & administrative bodies including other activities. This empowers the students in gaining

leadership qualities, rules, regulations and execution skills. They help in coordinating all the events related to academics and other curricular & Extra-curricular activities, as per the directives of teaching faculty.

Modus Operandi:

- Each council has a representative council, which is called Class Committee and includes student members too.
- The student members bring forward the views and suggestions of the entire class with respect to the faculty, subjects, syllabus and other things related to the class.
- The composition of students depends upon the election mode done among the students in presence of the faculty members.
- The Student Council helps students share ideas, interests, and concerns with lecturers and principal. They often also help raise funds for various activities, including social events, community projects, helping people in need and college reform.
- Various programs like paper presentations, workshops, seminars, cultural events, educational tours and quiz and debates are organized by these bodies every year.
- We have formed 6 student committees such as:

Library committee

Cultural Committee

Academic committee

Anti-Ragging Committee

Sports & Games Committee

Canteen Committee

Alumni Commitee**NSS Committee**

The funding for various activities of the internal college bodies is provided by the College Management.

NSHM Knowledge campus Durgapur, GOI provides necessary support to the council members in organizing & coordinating the events. It encourages the students to develop their leadership skills through these activities. Student members in this council can become real heroes and competent managers in future by learning all these skills.

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

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

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

12

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

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

There is an active alumni Association in the college. The college arranges for an alumni meet every year in the campus to interact with the students. After introduction of alumni association, gradually, the association has started functioning but the institution has not been able to get the association registered yet. The institution intends to get it registered soon and make sure that the association contributes to the development of the institution to its best. At present, membership campaign is going on, and many ex-students have already joined the association and some more have expressed their desire to join the association at this stage.

Alumni Activities

The Association shall be composed of the following groups.

Student Membership: Students take care of keeping in touch with the alumni through social media and phone calls in collaboration with the faculty members.

Institute Clubs: Alumni is updated on the club activities of the institution and help promote and enhance the objectives of NSHM.

Academic Association: Alumni members are invited for guest lectures in the institution.

Alumni Objectives:

1. To bring together students of NSHM KNOWLEDGE CAMPUS, GOI youth in every area to act as their representative and coordinate, synchronize and promote their interest in all matters.
2. To utilize the experience, wisdom, zeal, ability and spare time of past students of the NSHM KNOWLEDGE CAMPUS, GOI the society for the benefit of the weaker section of the society.
3. To take up public interest matters relating to the past students of NSHM KNOWLEDGE CAMPUS, GOI this area with State and Central Government and Semi Government or private organizations or public co-operations.
4. To promote and provide for education, educational scholarships and medical relief useful to poor and the needy students of NSHM KNOWLEDGE CAMPUS, GOI.
5. To promote sports education, culture & knowledge by

arranging seminars of past students of NSHM KNOWLEDGE CAMPUS, GOI.

6. To make the students career oriented and attain international standard and by sheer professionalism.
7. To arrange seminars and to develop activities for healthy environment, and to avoid pollution developed the habit of tree plantation; cultivate horticulture gardens and agriculture plants in selected areas.
8. To bring about better living condition, mutual co-operation amongst the past students of NSHM KNOWLEDGE CAMPUS, GOI by implementing recreational facilities. To develop the library and other necessary activities for past students of NSHM KNOWLEDGE CAMPUS, GOI.
9. To help and assist financially or otherwise, old age homes, rescue homes, health care units, family welfare centres, seminars etc.
10. To arrange, conduct and hold seminars, conferences, discussions, symposia etc for past students.
11. To assist past students who are preparing for, entering upon or, engaged in any profession, trade, occupation or services by outright gifts or payments for instruction.
12. To establish, acquire, construct, maintain or support library for general education and advancement thereof for past students.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

NSHM Knowledge Campus Durgapur serves the nation and the world by

regulating talented and broadly educated students, conducting high quality research and knowledge workers to develop a prosperous society.

We follow a structured line of actions to help our students pursue the path, which fits them best. The strategies are clearly reflected in our Vision, Mission and Objectives.

VISION

To be a knowledge hub of global excellence

MISSION

Bringing prosperity to the society. Enhancing quality of life by imparting and advancing knowledge and skills, unleashing creative abilities and inculcating responsible and responsive values and attitudes.

OBJECTIVE

» To deliver innovative products and services in the Education sector » To bring out industry-ready professionals, researchers, advanced learners, educators and entrepreneurs who can take best care of people, planet and profit » To pursue creative research, publications and consultancy » To advance global knowledge and skills

Education is the key which unlocks the door to various paths one can choose. This belief forms the core of NSHM's vision.

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

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

The governance of the institute includes active participation of the management and faculty members to look after the various development areas of the institution in academic and non- academic areas. The management has formed various committees such as IQAC, Anti Ragging, Sexual Harassment, etc. for governing the Institute

efficiently. In order to carry out the activities properly various committees have been formed. The Principal, respective HODs and faculty members are responsible for leading the Institute from the front for academic excellence. They conduct morning meetings on regular basis to discuss the activities to be carried out in the respective departments and enhance cohesive growth. NSHM Knowledge Campus, Durgapur- GOI has a well-documented performance Appraisal system. Efforts are made by the management to upgrade the faculties by organising FDP programs, encouraging faculties to attend seminars, workshops and conferences. The institute has developed strategies for mobilising resources in financial management where financial records are subject to regular external audit and the audited statements are uploaded on the website to maintain transparency. The expenditures of the institute are divided into academic and non-academic expenditures which are regularly audited. The institution strives hard for continuous improvement of quality in academic and administrative aspects and implement through proper strategies and suggestive measures through IQAC.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Over the past 10 years the institute has shown tremendous growth and to sustain the process, strategies must be formulated and implemented effectively. Perspective/Strategic plan focuses on current trends and disrupting forces in higher and technical education strata which when adopted can show better performance. It makes an assessment of stakeholder's expectations, students, faculty members, employers, and needs of the people of the region.

Following are the strategic plan for NSHM Knowledge Campus Durgapur:

- To make the institute a Centre of Eminence and Excellence in the region.
- To meet global challenges by providing technologically enabled students

- Enable students to become autonomous learners and to take responsibility for their studies at the institute and beyond.
- Develop and implement a critical and reflective approach to self learning and professional practice.
- Foster independent learning and student choice through the provision of explicit learning outcomes in a standardized format.
- Promote learning and teaching in a supportive yet challenging environment, enriched by research and scholarship
- Regularly organizing Workshops/ Training/ Sensitization/Seminars of research.

To make NSHM Knowledge Campus Durgapur Group of Institution a centre of excellence in management domain with emphasis on providing technologically enabled solutions to meet global challenges and empowering the industry with skillfully enabled manpower.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://goidgp.nshmcampus.com/pdf/Business-Growth-Plan-for-NSHM-Knowledge-Campus-Durgapur-Group-of-Institutions.pdf
Upload any additional information	No File Uploaded

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

The governance structure of the institution ensures that the leading educationists participate in sustaining the institutional ideas, tradition and maintain viability. The action plan of the institute in alignment with its vision and mission is ensured via definite organization framework, prospective planning, dynamic leadership and decentralized administration. The Director as head of the institution carries out academic administration and management through well established statutory/non-statutory bodies. In accordance with the rules of the institution, the following organizational structure and decision-making processes are in place for enhancing the overall effectiveness. The

institution governance is managed through various administrative bodies:

Governing Body: The Governing body is responsible for the operation of all aspects of the institution including its finance, human resource, educational and research functions and infrastructure arrangements. It can develop the policies and deliberates on the academic, financial and administrative initiatives for the future, which guides the institution to serve its stakeholders as per the mission statements of the institution.

Academic Council: The academic council is an academic body of the institute and responsible for the maintenance of standards of education, teaching and training, interdepartmental coordination, research, examinations and tests within the institute and shall exercise such other powers and perform such other duties and functions as may be imposed or conferred upon it by the Rules and Bye-Laws. The core objective of the academic council is to maintain the standards of education, approval of syllabi, approval of new programmes, admission process, teaching learning and evaluation methodologies, research initiatives and student support facilities.

Finance Committee: The finance committee is entrusted with protecting and renewing the institution's resources and assisting the board in fulfilling its financial responsibilities. The committee reviews and prepares budget proposals under the direction of the head of the institution which is forwarded to the Governing body for approval.

Board of Studies: The Board of Studies (BoS) is the basic constituent of the academic system of an Institute. Its functions will include framing the content of various programmes / courses, reviewing and updating the content from time to time, introducing new programmes / courses of study etc. It reviews and revises the curriculum and matters related to academics. The recommendations are forwarded to the academic council for approval. Research

Advisory Board: The institute has a research advisory board to monitor and address matters related to research promotion and ethics. The institution aims to support and promote research and research training within and outside the institution. The board comprises of faculty of the institute and members from research institutes possessing a doctoral degree who are research inclined, motivated and talented to train minds for research inclination. The board will endeavour to foster research within the institute

and encourage members of staff/students to apply for research grants.

Internal Quality Assurance Cell (IQAC): The Internal Quality Assurance Cell (IQAC) was constituted under the chairmanship of the head of the institution, for monitoring the quality parameters of the institution. Every year, the institute submits an Annual Quality Assurance Report to NAAC on the up gradation and advancements of the institution. The committee was formulated on the basis of the recommendations given by the National Assessment & Accreditation Council. The quality assurance provides confidence to the stakeholders for developing competent graduates in an efficient and effective way. The IQAC Coordinator takes the responsibility of developing a system for conscious and consistent improvement in the overall performance of institute. He/she is responsible for development, application and monitoring of quality benchmarks for various academic and administrative activities of the institution. IQAC acts as a link between the institution and head of the institution/ Governing body, responsible for implementation of quality pharmaceutical education, research, through effective assessment of students. IQAC recommends the principal/ faculty staff to purchase quality / standard books, equipment, glassware etc.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://goidgp.nshmc.com/pdf/organogram-nkcdgpgoi.pdf
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

1. Employees Provident Fund- As per PF rules keeping in view the future safety of employees, the institute contributes specific amount towards PF of an employee as per PF rules.
2. Medi claim-Health Insurance- As for the health insurance, organization provides cashless Medi-claim for the employee.
3. Gratuity- Gratuity is applicable to every staff after five year of permanent service.
4. Full paid Maternity Leave- The organization provides 180 days full paid maternity leave to all female employees.
5. Fee concession towards of economically weak staff- The provision is made for financial support to economically weaker staff of organization in the form of fees concession to their wards.
6. Salary timely credited to bank account of employee-In each month, the employee gets the salary on time through bank accounts only. The organization credits the salary on time every month.
7. Reimbursement of Membership fees for the professional bodies. The institute has the provision of reimbursement of membership fee of any professional body provided he/she publishes a research paper within a year in the concerned professional body.

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

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

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

16

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

26

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

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

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

35

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

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

There is an Internal Performance Appraisal system for all its staff members headed by the Director of the Institution. The Principal/ Director monitors and evaluates the performance of all its staff and communicates the areas of improvement or the overall

performance annually or as per requirement. The students at the end of their course give an online feedback about all the teachers subject wise. There is Grievance Redressal and the students can also express their query or concern about teachers which is also considered by the Principal. Online feedback is also obtained from all students time to time. All these are collected, analyzed and assessed by the Principal. The Principal/ Director further communicates the outcome with the staff members in a completely confidential manner.

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

6.4 - Financial Management and Resource Mobilization

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

The Institution has established a mechanism for conducting internal and external audits on the financial transactions every year to ensure financial compliance.

Before the commencement of the financial year, the HODs of each department submits proposals of budget allocation (including expenses like lab equipment purchases & maintenance, expenses for conducting academic activities, cultural activities and co-curricular activities etc.) to the management through the Director/Principal. The Expenses are monitored by the accounts department as per the budget allocations.

Internal audit is also conducted by the internal financial cell of the institution. The committee thoroughly verifies the income and expenditure details and the compliance report of internal audit is submitted to the management of the institution through Director.

External audit is conducted once in every year by a chartered accountant regularly as per the government rules. The auditor ensures that all payments are duly authorized and the report is sent to the management for review. Queries in the process of audit would be attended immediately along with the supporting documents

within the prescribed time limits. The audited statement is duly signed by the authorities of the management and chartered accountant and also uploaded in the website.

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

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

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

0

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

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

Sources of Funds for the Institute is as follows:

1. Student Fees - Fees charged as per the fees decided by management for various courses.
2. Project Grants - Institute applies for various projects and receives grant from Central Bodies like Unnat Bharat Aviyan, and other technical projects for conducting various seminars, workshops, FDPsetc.

Optimal Utilization of Financial Resources:

1. Institute adheres to the Utilization of Budget allocated for various academic and non-academic activities.
2. Purchase department ensures that all purchases related to Computers, IT products, licenses, lab equipment and stationaries etc.

3. The student fees are used to provide support for expenses like salary, software licenses, library books and journals printing and stationary etc
4. The optimal utilization of funds are monitored by the accounts department, which makes sure that expenses are made as per budget allocations and is audited via Internal and external audits conducted annually.

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

6.5 - Internal Quality Assurance System

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

The major objective behind the formation of IQAC is to ensure significant improvement in the quality of education imparted to the student community. This quality centric approach was conceived through radical change in the conventional learning processes. The institute took up challenge of 'Learning Process Reengineering' where IT played a key role in bringing about the coveted change. To complement this initiative, IQAC members identified certain shortcomings in the existing teaching and learning process and recommended certain specified areas of improvement to begin with.

Digital Learning platform integrates Learning Management System (LMS), Collaboration and Communication to facilitate experiential learning for improved learner outcomes. The platform architecture of Digital Learning supports a collaborative pedagogical model to enrich participatory learning by offering course delivery, assessment, reports and other learning opportunities in a secure, community delivery mode. Each Institute can create its own community of learners and these communities can be made more specific to classes and sections.

Course planning, creation and delivery using the course tools such as course templates, syllabus, scheduling and pre-requisite features.

Course content upload and sharing using the content tools that offer freedom to upload multiple types of files (documents, ppts, video, audio) against a created course.

Sharing your courses and communities with internal as well as external stakeholders, as required.

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

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

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For second and subsequent cycles - Incremental improvements made for the preceding year with regard to quality and post accreditation quality initiatives) 1) To have an effective teaching-learning process during the pandemic through virtual mode, IQAC has taken initiative such that all the students are provided with class notes as per the Class Schedule, after the on-line mode of teaching is over through GoogleMeet/ Microsoft Team. Institute also took initiative for recording of videos of real-time lab execution and sharing with the students. IQAC further suggested that the students should be counseled through the Mentors to reduce the stress in students during the pandemic. Faculty Mentors remained always in touch with the Mentees and took care of the students as their Guardians which improved personal bonding, teaching-learning process and improvement of attendance.

(2) IQAC suggested for Academic-Administrative Audits for all the departments to be made mandatory for overall improvement of teaching learning process at large with the hope that after the Institute opens in physical mode, the same may be conducted.

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

6.5.3 - Quality assurance initiatives of the

C. Any 2 of the above

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

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

- NSHM Knowledge campus, Durgapur has constituted the Internal Complaints Committee (ICC) in compliance with the Prevention of Sexual Harassment Act of 2013. The task of raising awareness in this regard is cast upon this very competent committee.

-The institute prepares the faculty to be gender-sensitive in their practice as teachers and do not define back benches only for girl students.

- NSHM discourages the classification of education levels according to gender stratification like female teachers clustering the lower levels of education, while their male counterparts cluster the upper levels.

-The college has provided equal facilities (rather more) to girl hostellers residing inside the campus. The Institute has two hostels exclusively for girls and the girl students constitute 60% of entire hostel accommodation.

-Female hostel wardens are appointed in the girls hostel to cater to the requirements of the female students.

-On special occasions like the fest, cultural / academic programmes, placement drives etc. special transport for girl students and female faculties is provided and when they are detained beyond 8pm girl students are escorted to their door if parents are not able to pick up their child.

-Besides this, the Principal in his assembly, addresses its students and deal with issues pertaining to the discipline of maintaining wholesome relationships, the need to respect women, the duty to treat others as we want to be treated, the abhorrence of every form of violence.

-Students are guided on various interviews to outperform themselves irrespective of gender. A team of faculty members guide the students to assist them in their career goals.

-The Institute looks only at the merit of Faculty. Gender is neither an encumbrance, nor a catalyst in the selection criteria at any stage. Several women faculty members are internationally acknowledged in their fields - their presence in itself is a motivating factor for young girl students. The institute does not discriminate on gender on disciplinary issues. A disciplinary committee actively takes care of the discipline in college as well as in the hostel. The committee consists of both male and female faculties.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

The environment of the Institute is eco-friendly. The institute has taken conscious efforts to enhance and nurture the eco-friendly environment and always strives for sustainable environment in the campus. A dedicated team of gardeners and sweepers take care of lawns, gardens, plantation, maintenance, etc. to maintain the green environment in the campus in a regular manner. There are 2 ponds within the campus which helps in keeping the temperature of the campus low. - The Institute has taken all initiatives in line with the Swachha Bharat Abhiyan and Nirmal Bangla Mission to sensitize its students and staff through different activities e.g. seminar, webinar, NSS cell, swachh bharat abhiyaan etc.

- The Institute has proper waste disposal mechanism. The solid waste is segregated into organic and is used to prepare compost for in-house consumption. The solid waste at the canteen and hostel is segregated at source using colour coded dustbins

- Liquid waste is collected and then discharged into the sewage system.

- E-waste scrap is collected and then sold to E-waste collection company.

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

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

B. Any 3 of the above

Maintenance of water bodies and distribution system in the campus

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

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

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

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

A. Any 4 or all of the above

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

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

B. Any 3 of the above

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

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

Institute is well known for its endeavour towards academic excellence but also because of its HR policies of empathy, societal consciousness, and harmonious relationship with its ambient culture and sensitivities.

The students are taught different subjects of socio-cultural importance at different phases of their course. Other than the Professional Core Courses, the curriculum contains some specific subjects on "Humanities & Social Sciences including Management courses". Some of the significant subjects include, Organizational Behaviour, Environmental Sciences, Essential Studies for Professionals, Skill Development for Professionals, Values & Ethics, Principles of Management, Constitution of India/ Essence of Indian Knowledge Tradition, Economic Policies in India . Besides these, different socio-economic initiatives like tree plantation, debate competitions, panel discussions on vital contemporary topics are organized quite often.

Faculty / Staff Members and the students of the Institute have an all India mix and they celebrate each others' festivals, music and art. Orientation Programs for the students have some artistic offering from every section of students' home states. Cultural events reflect diversities in musical/ cultural performances. Linguistic differences are assimilated by ensuring a common professional language like English during working hours. Communal divides are rare. Viswakarma and Saraswati puja are also celebrated physically as well as virtually by our students and teachers. Celebration of Christmas, Diwali, Holi are also celebrated physically in college. Different national celebrations like Gandhi Jayanti, Independence Day, Republic Day, Birthday of Netaji, Ravindra Jayanti, etc. are celebrated in which all students and team members participate.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

The College undertakes various efforts to sensitize the students and employees of the Institution of their constitutional obligation. During the commencement of each session, the Principal delivers an Orientation Lecture to the new batch of students to make them aware of the core values and ethos of the Institution , also highlighting the need of maintaining harmony amongst all diversities, in developing scientific temper, humanism and spirit

of enquiry. The young minds who are going to be the responsible citizens of tomorrow learn the lesson of exercising their rights and performing their duties. In the different programmes celebrated by the Institution like Independence Day and Republic Day, the students and faculties of the Institution are addressed by the Director of the College with the message from the Constitution of India. The significance of the Day is illustrated to all with the words from the Preamble, Fundamental Rights and Duties enshrined in the Constitution of the country. The students are taught to obey the supreme law of the land and respect the symbols of national unity like National Flag and National Anthem. The College Website displays Code of Conduct for the students and employees to understand the importance of social responsibility, good citizenry and empowerment. Values like empathy, compassion, respecting diversity, cooperation, coexistence are highlighted by the Institution so that these qualities get inculcated amongst all and help in self enhancement. Commitment to such values instills confidence, self-control, adaptability, motivation, optimism and truthfulness in the character and personality of the students. The NSS unit of the College undertakes different kind of activities and teach the students the importance of giving back to the society by believing in the principle of equality, fraternity and societal justice. The students of the College are also encouraged to participate in the Unnat Bharat Abhiyaan.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

NSHM upholds the tradition of celebrating all National festivals and birth/death anniversaries of noted Indian personalities.

The institute observes all national festivals such as Independence Day and Republic Day. It is customary for all the Faculty, Staff and students of the institution to attend these celebrations without fail. After hoisting the national flag, students, members of teaching and non-teaching staff pay homage to the freedom fighters and martyrs. During these occasions eminent speakers are invited. They recall the services of the freedom fighters and inspire young minds about altruistic sacrifices made by our ancestors during the Independence movement. These celebrations are followed by various cultural programs and social service activities.

Following Birth anniversaries of following great Indian personalities are celebrated in the Institute by organizing inter departmental lectures :

12th Jan: Birth anniversary of Swami Vivekananda is celebrated as National youth day.

23rd Jan: Birth anniversary of Netaji Subhas Chandra Bose is celebrated as prominent leader of Indian national movement and founder of Indian National Army.

14th April: Birth Anniversary of Dr. BR Ambedkar - Chief architect of the Indian Constitution.

5th September is celebrated as Teachers' day to pay tribute to the

birth anniversary of India's second President Dr.Sarvepalli Radhakrishnan . Faculties are recognized for their hard work and dedication on this day.

The Organization celebrates Engineers' Day on September 15th commemorating the birth anniversary of MokshagudamVisveswaraya.

2nd Oct Birth anniversary of Mahatma Gandhi- The father of nation.

International Chef Day is celebrated on 20th October propounded by chef Dr. Bill Gallagher in2004.

Heritage Day is celebrated on 18th April to remark the protection of heritage monuments over the world.

Constitution Day is celebrated in India on 26 November every year to commemorate the adoption of Constitution of India.

National Mother Language Day is observed on 20th May to promote awareness of linguistic and cultural diversity and promote multilingualism

14th April is celebrated to mark the birth of BhimraoRamjiAmbedkar. This day is celebrated as AmbedkarJayanti in the campus.

On all these occasions various competitions such as elocutions, debates, discussions etc., are conducted and students participate in great number. All the hobby clubs of the student organization of NSHM showcase their talents and the best performers are rewarded.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice- 1. NSHM SOCIAL RESPONSIBILITY & COMMUNITY ENGAGEMENT

OBJECTIVES OF THE PRACTICE

NSHM was established with the express intent of catering to the growing needs of the rural community for decent technical education, development and growth. Towards the attainment of this cherished goal NSHM has been regularly launching programs that carry forward the onus of up liftmen of the neighboring rural community. Several programs regarding the banking awareness in the rural areas have been initiated by NSHM. Another intention of these activities is to inculcate in youth an honest concern for the delicately poised health, hygienic, social and economic conditions prevailing in rural Bengal. NSHM regularly promotes and arranges blood donation camps, health and hygiene camps in the campus to help the community.

CONTEXT

Engagement with community is one of the core values of NSHM. It is with this belief that the institute was established in a rural area on the outskirts of Durgapur, in Arrah village. The guiding principle of the institute is to ensure consonance and connect with a predominantly agrarian neighborhood. In accordance with the 12th plan guidelines of UGC, NSHM established a number of bodies, committees and cells to promote and sustain various extension activities. Such activities successfully organised by the students and faculty of NSHM promote distinct contribution to the development of knowledge in the field of social service, community engagement. They inculcate the spirit of social responsibility and prepare the youth for the new world citizenship. Every year the institute organises the following CSR activities:

- Book Donation
- Blood Donation
- Eye Check Up camp
- Health Check-up camp
- Swad O Pushti (Mid-Day meal scheme)
- Cloth Donation
- Tree plantation

- Community meal for locals
- Employment of the locals

Apart from the above regular activities, the institute has also catered to the following CSR activities in the last couple of years: Development of roads, construction of bus stand, Swach Bharat Abhiyaan, ATM centre outside the campus. The institute also has a free eye check up lab for the locals all through out the year. The institute is also a member of the Unnat Bharat Abhiyan under MHRD, India.

THE PRACTICE

The major categories of programmes fall into

- Health and hygiene
- Youth training
- Environment (Clean and Green)
- Distribution/Donation of Equipment and commodities.

NSHM has organized training programs, health and hygiene camps, clean and green programmes and various categories of distribution of equipment and commodities over last five years. Apart from the above regular activities, the institute has also catered to the following CSR activities in the last couple of years: Development of roads, construction of bus stand, Swach Bharat Abhiyaan, ATM centre outside the campus. The institute also has a free eye check-up lab for the locals all throughout the year.

Health and hygiene is considered one of the three major problem areas that affect the rural population of our country. Despite major initiatives taken by successive Governments with growing participation of the NGOs, it still remains one of the biggest challenges before us. Starting in a small way with blood donation camps, NSHM gradually forayed into larger programmes like Eye camps, Health Care etc. which covered a greater number of villages.

NSHM also aimed at developing the employment of the local community if the Arrah, Shibtala region in order to improve the health and living standards of the locals and give them local employment.

From the experience and the knowledge gained about the inclinations of the clientele and the expertise in planning the deployment of resources we took up a much larger project to

provide security and health to locals in nearby villages. The main aims of the project were to educate the local school cooks and train them on more nutritional food in the mid-day meals given by the government. The faculties of NSHM went not only to the locals but also to the different districts of west Bengal to enlarge the scope of their activities and benefit the children of west Bengal. A cyclic menu was also designed by them and recommended at the same cost which would give more choices of food with nutrition value.

The second most important area that NSHM paid attention to is the clean and green initiative popularized by the Central Government. Under this a series of plantation drives were taken up in the campus. Plant a Tree, Clean and Green campus are awareness programs highlighting the importance of certain plant species for providing balance in this universe. Also, the programmes highlighted the role played by greenery in controlling the temperature and delaying the global warming process.

NSHM conducted a series of academic and technical training programmes in collaboration with Government scheme under NSHM Skills like PMSKVY (Prime Minister Skill and Kaushal Vikas Yojna) and Non-Government Organisation such as Rotract Club. These included donate a book, donate clothes, Skill development to unemployed youth, Skill development for self-help groups, etc. The environmental friendly cutlery is being introduced so that the reusable plate and spoons can also be used thus avoiding the use of environmental unfriendly cups and plates. Eco-Diwali to control air pollution and sound pollution named "Alok Varsha" is being organised in the institute. Eco-friendly Holi using recycled material is also being organised in the institute.

EVIDENCE OF SUCCESS

The response to the various programs implemented over the years has been encouraging. In terms of participation there has been a marked increase in the participation of faculty and students. This translates into 4.16 lakh man hours spent in various service activities. This indicates a positive impact on student enthusiasm and interest and makes a good platform for wider participation and involvement in forth coming programs. The moral support of Health Department and Junior School teachers helped our students immensely in acclimatizing to the conditions. The smooth transfer of academic and experiential knowledge benefited them mutually. The community has developed in the local areas and they are more concerned towards education and better living. The biggest take

away from the program is for the team members and students who were moved to learn that charity is not just a stack of clothes or a wad of notes but that it involves emotions like joy, gratitude and satisfaction.

PROBLEMS ENCOUNTERED AND RESOURCED REQUIRED

A number of CSR activities were conducted by NSHM inside the campus as well as around the local areas and some other districts of west Bengal. However certain problems were recognised stated as below:

Lack of awareness among the community about various schemes and also the blind belief of the community in superstitions. General apathy and cynicism towards programmes. Time constraints for the community participants due to their work schedules. The busy academic schedule that limits the participation of students and faculty. Lack of consistent follow-up due to dearth of human resources. Lack of continuity to sustain the tempo of the standard practices introduced. Lack of experience and awareness among community workers. Huge participation lead to requirement of security.

To overcome these some of the required resources are:

Quality human resources Awareness and willingness to engage in such activities among the members of the community Medical equipment Partnerships which can ensure multi-fold increase and help extend from miniscule to macro level. Financial aid is crucial to meet various expenses such as

- Transport/conveyance
- Publicity
- Training and materials etc.

Human resources

- Experts to motivate, monitor and manifest
- Beneficiaries
- Students
- Partners etc.

United cooperation from community, other surrounding academic institutions and local administration. Pressing need for values and wholesome development among students. Government aided projects needs to be initiated for procurement of funds and

initiation of projects.

NOTE

The miniscule efforts of the students and faculty of NSHM have attained commendable success. However, to extend the same to other areas on a larger scale it is imperative to prepare a macro level action plan roping in other academic institutions in the neighbourhood. Such extended practice is essential to facilitate the larger vision of empowerment through convergence and involvement of various teams, groups, individuals and departments such as members of other academic institutions, community participants, panchayat members, Central/State Government representatives, NGOs, philanthropic groups and private volunteers. It requires detailed planning of the identified programs to be initiated with all stake-holders forming into groups and zonal committees. Regular interactions at various levels and timely supervision, guidance and convergence of the various projects would certainly contribute to the realization of the prime objective. The authorities on their part should string together the individual successes and elicit larger and sustained contributions from them in future. Only such meaningful engagement brings benefits to rural communities and continuous enrichment to academic activities in institution.

Best Practice- 2. ICT applications to academic and administrative functions

Objectives of the Practice

These two factors combined derive numerous activities in educational process in which ICT is or can be implemented. In order to streamline them and to try to identify some common points and shared resources, it is proposed to group them in three sets of objectives

(i) To facilitate Independent as well as Interactive teaching and learning.

(ii) To enhance effective knowledge transfer in classroom with various electronic gadgets.

(iii) To implement a reliable, secure and user friendly business solution in order to improve productivity, increase efficiency, decrease cost and streamline processes.

Context

Integrating ICT in Education is a relatively new concept and education leaders across the globe are trying to find the right balance for necessary optimization. Self-paced learning has taken a different dimension. The process of using ICT in everyday education is very complicated. The opportunities provided by ICT to support teaching and learning are not problem-free. The barriers may be classified into two major categories of extrinsic and intrinsic barriers. Extrinsic barriers are first-order and cited access time, support, resources and training and intrinsic barriers as second-order and cited attitudes, beliefs, practices and resistance. However the above challenges were skilfully met and ICT was implemented in NSHM Knowledge Campus.

Practice

Higher education in India is experiencing a major transformation in terms of access and quality. The same is highly influenced by swift development of ICT. Other relevant parameters viz. Management, Efficiency, Pedagogy and Quality are also transforming equally. ICT is an umbrella of terms that includes any communication device or application including but not limited to Radio, TV, Cell Phone, Computer, Network, Hardware, Software etc. E-learning, Blended Learning and Distance Learning have emerged as key categories of Education and Training.

The use of ICT at NSHM is evident from the following activities:

Hardware Infrastructure

Network and Security Infrastructure

Fortigate300D UTM is in place which ensures filtered bandwidth for students as well as team members.

Extreme Core Switch X460G2 controls all the distribution switches which are also responsible for managing VLAN in the campus.

All the PCs are protected with Kaspersky Endpoint security.

Wi-fi Infrastructure

Selected Wi-fi facilities are available in -

1.NSHM Front Office 2.NSHM Conference Room 3.NSHM Seminar Hall
4.NSHM Mind Tree 5.NSHM Central Library 6.NBS Staff Room 7.OLD
NFET Ground Floor 8.OLD NFET Staff Room1 9.OLD NFET Staff Room3
10.OLD NFET Second Floor 11.NEW NFET Ground Floor 12.NEW NFET
First Floor

Brief description of IT facilities:

- 1.Centralized Computer labs with 24X7 internet facility
- 2.Domain login facility [active directory]
- 3.Virtual data storage facility (individual)
- 4.Common virtual storage facility to share data among themselves
- 5.Central web filtering facility
- 6.Centralized Antivirus
- 7.Bandwidth management facility
- 8.Centralized ONLINE UPS system (power backup)
- 9.Central Windows update facility
- 10.Cloud based ERP (TCSiON)
- 11.Pocket based WiFi facility since 2007 , updated in 2017

E-governance: E-governance through TCS iON ERP system has been implemented for most of the modules. The details are stated below

The iON Digital Campus Solution comprises of a suite of offerings, starting from Enquiry by a prospective candidate till his / her exit from the campus. It also provides support services which facilitate Digital Campus.

The key features of Digital Campus Solution are stated below

Academic Master Setup

Create Programs and Batches under which students will be admitted. Creation of Fee Structure for the respective programs and batches so as to enable the system to collect right fees.

Admission

Filling up of Enquiry form in order to capture basic details of a prospective candidate. Filling up of Application form for capturing further necessary details of the candidates willing to take admission. Manual Counselling and assignment of a candidate to a batch.

Library Management

Maintaining updated list of Catalogues and Holdings through the system. Maintaining library transaction records for students.

Letter Generation Generation of Bank Challan for each and every student.

Money Receipt post payment of fees

Hostel Management

Registration of students in Hostel. Leave application of students from Hostel as and when required duly approved by Hostel Warden

Learning Management System

Digital Learning platform integrates Learning Management System (LMS), Collaboration and Communication to facilitate experiential learning for improved learner outcomes.

The platform architecture of Digital Learning supports a collaborative pedagogical model to enrich participatory learning by offering course delivery, assessment, reports and other learning opportunities in a secure, community delivery mode. This module works as a platform which enables students as well as faculties to interact, share thoughts, share write-ups and videos as well as assignments as and when required. Quiz, Survey, Debate

can also be handled by the same platform.

Communication between various stakeholder

Students and parents can login in the system and view the relevant details regarding Fees, Subjects, Hostel

Allocation, Library Transaction, and Attendance.

Evidence of Success: Classes have become more interactive due to impact of ICT. During lockdown also nothing could stop learning. It has become convenient for the faculties to mark the attendance digitally in the class which is helpful for faster reporting as well as faster resolution of other related issues. Communication with the students has become much more convenient. Transparency in all relevant departments has improved significantly. In order to achieve faster communication, each and every student has been provided with an email from the institution. Furthermore, through a feature called Self Service, students can access certain relevant information on their own. Students are more inclined towards self-learning through digital media. Students are able to connect to distant teaching tools and researchers through ICT. Inclination towards research has also developed throughout the institute.

Problems Encountered and Resources Required

1. Adaption was a challenge in some of the areas. This was overcome by repetitive training and workshops.
2. Proper training methods for students and teachers.
3. Teachers suffer from a lack of time to prepare ICT materials for lessons. To overcome this additional time required was given to use ICT tools appropriately in order to successfully integrate technologies into the classroom.
4. ICT maintenance was also a problem faced with was controlled by internal quality control and efficient technicians.
5. Make the students aware of ICT and inspire them to use it.

File Description	Documents
Best practices in the Institutional website	https://goidgp.nshmc.com/best-practices.php
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The institute is committed to emerge as a knowledge hub of global excellence through prioritizing its efforts in delivering innovative products and services in the academic domain as well as developing industry-ready high-caliber professionals. Evidently, the development of leadership qualities matter significantly in meeting the stated objectives. In accordance with its vision and priorities, the institute has been always taking the initiatives directed to the area of nurturing Skill-backed Leadership Qualities in our students. All along its journey, the institute has consistently worked towards grooming the student's academic and overall personality. The focus is to transform them into successful and excellent professionals in their respective domain. Institute has also thrived to give the students an international outlook by tie up with international companies. The institute also encourages in enhancing research and development in students and faculties. This has been implemented through a series of initiatives for providing an exposure to the external environment. Conducting industry/field visits where the students get an exposure to industry production processes. All academics, co-curricular and extracurricular activities orient the student towards their inherent value enrichment. There is lot of hard work rendered jointly by the students and our faculty members to accomplish this mission. The results of such exercise are also quite encouraging - a large number of our students are well placed in many reputed industries acting as the ambassadors of our goodwill, bringing laurels to their alma mater. Faculties are provided with incentives and on duty leave for research projects. Additional Outcome based CO/PO attainment has helped in upbringing excellence in education quality. ERP implementation has further boosted all round development of students. It is matter of great pride that the institute has been able to sustain such hard earned reputation. It is due to the institution's ability to adapt itself to the changing needs of the times without losing touch with its core values. The institute is dedicated in its constant endeavor of

creating a stimulating teaching learning environment which equips students with the knowledge and skills required to face the challenges of the global business environment. At the same time, it is committed to instilling a deep sense of social responsibility and self discipline in its students. It also strives to cultivate a warm, cordial and mutually supportive relationship with all its stakeholders.

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

7.3.2 - Plan of action for the next academic year

Plan of Action

- Significantly increase the number and quality of publications by organizing seminars /FDP on Research Methodology, writing papers etc.
- Sensitization of faculty & staff members towards NIRF requirements and NBA and collection of data in proper format.
- To go for getting 2(f), 12B under UGC act 1956