



# Kashipur Michael Madhusudan Mahavidyalaya

(Affiliated to Sidho-Kanho-Birsha University)

Kashipur, P.O. Panchakote Raj, Purulia, West Bengal – 723132, India

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(NAAC Accredited with Grade “B”)

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## (INTERNAL QUALITY ASSURANCE CELL)

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### Enterprise Resource Planning (ERP)

**1. College Administration:** There is a Governing Body to govern the college for planning and development. GB creates many committees in the beginning of the session to look into the various matter related to students learning and evaluation. Bursar is planning for Financial Budget, Purchase Committee is planned for purchasing and Finance Committee gives the approval for purchase. Other academic activities are taken by Teachers Council with the consultation with IQAC of the College.

**2. ICT in Administration:** College Administration and Management Software (CAMS) are used for administrative work. Governing Body, IQAC, Teachers Council and other academic bodies used ICT and other e-method for daily activities of the colleges.

**3. Finance and Accounts:** College is under Indian Financial Management System (IFMS) provided by the Government of West Bengal. All finance related matters are done by using this system. College account-related work is also done by using CAMS and IFMS. Regular audit is also done with the Auditors recommended by the Government of West Bengal.

**4. Admission and Support for Students:** Central Admission is done by online mode. Online merit list is published and admission is done following merit and caste rules of the Government of West Bengal and Sidho-Kanho-Birsha University. Work on Government Fellowship, College Scholarship etc also done following government instruction through online mode time to time.

**5. Examination:** Examination work also done through online mode like question paper collection, seat arrangement, descriptive roll preparation, and marks submission. Link are provided to teachers whenever necessary as per instruction from the SKBU. Examination has two steps: (a) Internal Assessment is done by the college itself following SKBU guidelines; (b) Then there is Final Examination conducted by the university in every six months. As semester system has been introduced by the university since 2017-18 Academic Session, examination and evaluation is done as per university norms. Teachers are engaged in paper setting, invigilation, evaluation throughout the year. For this 2022-23 academic session, examination is taken through online for odd semester following OBS method. For the even semester, online examination is also taken following OBS.

*Suvranshu Pan*  
**Dr. Suvranshu Pan**  
(IQAC Coordinator)

*Bibhas Kanti Mandal*  
**Dr. Bibhas Kanti Mandal**  
(Principal)