Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**SANKRAIL ANIL BISWAS SMRITI MAHAVIDYALAYA**
Name of the head of the Institution	**Haripada Mahapatra**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03223-265051**
Mobile no.	**9732776825**
Registered Email	**sankrailabs45@gmail.com**
Alternate Email	**mahapatraharipada4@gmail.com**
Address	**Vill- Kultikri PO-Kultikri PS- Sankrail**
City/Town	**Jhargram**
State/UT	**West Bengal**
Pincode	**721135**
2. Institutional Status	
Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed and grant-in-aid**

Name of the IQAC co-ordinator/Director	Swagata Chatterjee
Phone no/Alternate Phone no.	03223265051
Mobile no.	9674268240
Registered Email	swagatacollege@gmail.com
Alternate Email	sankrailabs45@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.sabsmkultikri.org/iqac.html

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.sabsmkultikri.org/academic.html

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C	1.88	2019	21-Aug-2019	22-Aug-2019

6. Date of Establishment of IQAC | 08-Jun-2018

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Conduct Student Satisfaction survey	09-Jun-2020 10	189
Conduct internal audit	25-Jun-2020 1	45
Meeting with all IQAC members regarding CAS, OP/RC and digitalization of teaching	10-Feb-	10

	2020 1		
Meeting with all teachers non teaching staff and students regarding result of NAAC	27-Sep-2019 1	245	
Conduct NAAC peer team visit	21-Aug-2019 2	82	

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

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

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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	**View File**
10. Number of IQAC meetings held during the year :	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	**View File**
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

Conduct of NAAC and successful completion of 1st cycle of NAAC visit	
Special workshop organized for all teachers and non teaching staff on NAAC	
Digitalization of classes by successfully getting to allocate 1 ICT enabled classroom for each dept.	
Spreading green awareness by initiating a herbal medicinal plant corner	
Conducting internal academic audit.	

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

Plan of Action	Achivements/Outcomes
Faculty Development Promotion	1 Assistant Professor has completed RC and certificate submitted. 2. 1 Assistant Professor has completed FIP. Certificate submitted.
Academic audit conduction	Academic Audit Successfully conducted and report submitted. The survey is done online due to pandemic situation
Submission of data to AISHE	Data successfully submitted and certificate received
Encourage Sports and culture	The institution has celebrated Freshers' Welcome, as a mark of brotherhood. The institution has also celebrated Netaji birthday and Republic day Annual Sports has been postponed for the session owing to Pandemic situation
Prepare academic calender	Academic calender for the session 201920 has been prepared according to guideline of VU has been uploaded

No Files Uploaded !!!

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Governing body	01-Dec-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC	Yes

or interacted with it to assess the functioning ?	
Date of Visit	21-Aug-2019
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	03-Mar-2020
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Exp
words

This Institute is affiliated to The University of Vidyasagar and foll
University curriculum. The current syllabi for every Honours & Gen
subjects as recommended by the UG Council of the affiliating Universit
particular academic session are clearly hoisted on its website as wel
the website of the Institute. The Institute does not enjoy academic au
The Institute offers six Honours courses in Arts besides offering th
General courses in Arts &Science The Institute follows the evaluat
procedure as propagated by the University of Vidyasagar very strictl
Institute prepares an academic calendar before the commencement of
academic session in accordance with the academic calendar of the affi
University. The Institute boasts of an extremely competent teaching i
in all the subjects it offers. Many of them are engaged in high qua
research activities. The teachers of the Institute always respond rea
any call for workshops on changes and reforms in the syllabus The ins
emphasizes on gradual movement towards digitalization of teaching pr

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Dev
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introdu

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Electi System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enro
No Data Entered/Not Applicable !!!		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled f Projects / Internshi
BA	**BA Environmental Science: Woman and Child Health**	**164**
BA	**Bengali Hons.: Folk Culture and Folk Literature**	**58**

View File

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Nill
Parents	Nill

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

Feedback Obtained

Feedback on overall performance of the college was collected from all students, teachers and guardians , analysed utilized for overall devel

of the institution. Action Taken i)The Principal of the college commun
the main content of the feedback to the teachers concerned or to the s
Departments or to the concerned nonteaching staffs for necessary
improvements. ii) The proposals given by different committees and depa
for necessary improvements are discussed in the Governing Body meeting
college for necessary action. On the basis of the recommendation made
Governing Body necessary actions has been 1.approval of a certificate
in spoken English 2. Approvalof a certicate course in computers.3. con
year round program on gender awareness. 4. More use of audio visual me
imparting education.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	S E
BA	POLITICAL SCIENCE	77	16	
BA	SANTALI	38	11	
BA	SANSKRIT	55	72	
BA	ENGLISH	77	73	
BA	BENGALI	77	170	

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Nu te teac UG c
2019	Nill	Nill	Nill	Nill	

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-res techn
7	7	7	5	1	

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

The institution has 7 fulltime Assistant Professors. Apart from that it has a number of Govt. appro
time teachers and guest teachers. The students of each Hons. Department (B.A Sem 1)are divide
groups among teachers who meets the students once a week interacts with them regarding their
family expectations, socioeconomic conditions, peer pressure, their active participation in the
,academic stress related issues. Our students are free to interact with the teachers beyond classr
mentors maintain the biographic details of each individual mentee including their educational ba
and socioeconomic status. They also maintain record of their class attendance, class performa
academic progress. The teachers take up mentoring as a serious mission to help the students to re
full potential. Mentoring system act as a mechanism to improve the bond between students te
Mentoring help our students to know about the CBCS pattern (introduced by the University i
session20182019), assignment process (Internal External) of the University, compulsory 75 attendar
paper, importance of skill enhancement courses, compulsory Project/termpaper .It also help the s
understand regarding the length of the answers (how much to write for 10 marks , 5marks 2 mark
and the time management in the examination hall.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mer
1069	7	1:1!

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of fa P
11	7	4	2	

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fe received from Govern recognized bodi
No Data Entered/Not Applicable !!!			

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of re semester-end/ year- end ex
BA	BNGA	YEAR	03/11/2020	23/12/2020
BA	ENGA	YEAR	03/11/2020	23/11/2020
BA	HISA	YEAR	03/11/2020	23/11/2020
BA	PLSA	YEAR	03/11/2020	23/11/2020
BA	SANA	YEAR	03/11/2020	23/11/2020
BA	SANTA	YEAR	03/11/2020	23/11/2020

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (25

Presently in the U.G. level two types of systems (CBCS and non CBCS) running in the college. In the old system (III) the students have to ap the University Examinations as Part III Examination or final year. R class tests, Mid Term Test and Selection Test are conducted centrally college for the students of the old system. Students need to qualify t to appear in their University Examinations. The answer scripts are sh the students and necessary suggestions are given by the faculty memb individual students so that they can do better in their Universi Examinations. All the UG students of the B.A./B.Sc. final year (Part3) old system have to submit a project paper on Environmental science. projects have to be carried out under the supervision of the conce teacher. The choice based credit system (CBCS) for UG was introduced Vidyasagar University from 201819 academic sessions. The Universi Examinations are now held at the end of each semester and students are to appear in the Semester end examination provided they have attended 75 classes for each paper. In each semester UG students have to ap internal assessments which are part of Continuous internal evaluation The students are encouraged to submit projects and seminars and pa presentations on topics given as a part of the examination. No stude allowed to appear in the final examinations without appearing in the i assessments.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related mat words)

The college follows Academic calender as prepared and provided by the Vidyasagar University. The calender is updated in the college website. 3rd year students are informed through calender of their internal and examinations. The tentative schedule for end year examination are also informed. All schedules related to the CBCS system are informed to the students through calender prepared and approved by the Vidyasagar Univ The dates and times of such Examinations are notified to the students ahead. The pattern and schedule of internal assessment are also inform ahead. Academic Calendar for the Session: 2019-20 is given in the coll website

2.6 – Student Performance and Learning Outcomes

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

http://www.sabsmkultikri.org/pso.html

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	
SANT	BA	SANTALI	10	10	

SANS	BA	SANSKRIT	13	13
PLSA	BA	POLITICAL SCIECE	1	1
HISA	BA	HISTORY	18	18
ENGA	BA	ENGLISH	13	13
BNGA	BA	BENGALI	58	58

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2.7 – Student Satisfaction Survey

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

http://www.sabsmkultikri.org/feedback.aspx

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

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

No file uploaded.

3.2 – Innovation Ecosystem

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

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

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

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

No file uploaded.

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Comm
No Data Entered/Not Applicable !!!					

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International

No Data Entered/Not Applicable !!!

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

Name of the Department	Number of PhD's Awarded

No Data Entered/Not Applicable !!!

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

Type	Department	Number of Publication	Average Impact Factor (if a

No Data Entered/Not Applicable !!!

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

Department	Number of Publication
BENGALI	1

No file uploaded.

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of excluding se

No Data Entered/Not Applicable !!!

No file uploaded.

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affilia mentioned in the pu

No Data Entered/Not Applicable !!!

No file uploaded.

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

Number of Faculty	International	National	State

No Data Entered/Not Applicable !!!

No file uploaded.

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of stud participated in such
No Data Entered/Not Applicable !!!			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Be
No Data Entered/Not Applicable !!!			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of st participated activite
No Data Entered/Not Applicable !!!				

No file uploaded.

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	D
No Data Entered/Not Applicable !!!			

No file uploaded.

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To
No Data Entered/Not Applicable !!!				

No file uploaded.

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participate MoUs
No Data Entered/Not Applicable !!!			

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure deve
5000000	4830650

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existin A
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Exi
Value of the equipment purchased during the year (rs. in lakhs)	Exi
Seminar halls with ICT facilities	Exi
Classrooms with LCD facilities	Exi
Seminar Halls	Exi
Class rooms	Newl
Campus Area	Exi

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of a
KOHA	Partially	18.05.03	20

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Reference Books	413	18329	4083	93261800	4496	93

No file uploaded.

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launchir content
No Data Entered/Not Applicable !!!			

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total	Computer	Internet	Browsing	Computer	Office	Departments	Availabl

	Computers	Lab		centers	Centers			Bandwid (MBPS/GB
Existing	17	0	2	0	0	1	6	25
Added	0	0	0	0	0	0	0	0
Total	17	0	2	0	0	1	6	25

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

<div align="center">

25 MBPS/ GBPS

</div>

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incu maintenance of p facilites
27	26.15	10	9.35

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

The college has a well developed, well organized and decentralized me of maintenance and upkeep of physical, academic, and support faciliti the beginning of the session the budget of the college is placed in meeting of the Finance Committee and budgetary provisions are made fo these facilities. The Governing Body approves the budget or any major made for any such facility. Following are the maintenance mechanisms f by the college in particular: 1. Maintenance of academic facilities: academic requirements like books and journals, IT facilities, organ special lectures, seminars or workshops demands are placed by the depa heads or the teachers of the departments concerned in writing to the in charge. Approximate budgets are also stated on most occasions. Th places the requisition or demands in the meetings of the Governing Finance Committee, Library Committee, or any other relevant committee. notification is then done for bulk purchases. Otherwise, local vendors the necessary items. Financial rules of the government are strictly f for all purchases. 2. Maintenance of Physical Support Facilities Al departments and constituent units of the college are well connected office in this regard. Apart from the regular cleaning of the classroo any urgent maintenance on the part of electricity, plumbing, lab machi computers, the office arranges everything according to the demands ra the departments and other units. Auditorium, Seminar and Conference Ha extensively used for the conduct of academic and cultural programmes t maintained by the support staff. Committees are set up to improve

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    efficiency of the Canteen. Sports amenities are maintained by the su
    staff. The CCTV, Lifts and Biometric attendance Machines are maintaine
     Annual Maintenance Contracts. . The college has appointed one elect:
    expert for regular maintenance of electrical equipments such as pump
   generator rooms, etc. 3. Campus Cleaning: ? There are 5 personnel for (
    of campus area as well as classrooms and labs. Security staff provides
    to the students. The NSS is regularly participating in cleanliness act
    inside the college campus. 4. IT Infrastructures: ? For the maintenanc
      infrastructures (wifi, computers and servers), the college has appo:
      vendors. Antivirus /Anti Malware software are installed and updated
        specific intervals. All systems are connected with UPS, providin
        uninterrupted power supply to avoid hardware and software problem
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http://www.sabsmkultikri.org/iqac.html

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Ru
	No Data Entered/Not Applicable !!!		

No file uploaded.

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Ag in
No Data Entered/Not Applicable !!!			

No file uploaded.

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	
No Data Entered/Not Applicable !!!					

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Nu st
No Data Entered/Not Applicable !!!					

No file uploaded.

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Nar prog admi
No Data Entered/Not Applicable !!!					

No file uploaded.

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

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

No file uploaded.

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		

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5.3 – Student Participation and Activities

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

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

No file uploaded.

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

Students' Representative (SR) is an indispensible part of Academic Administrative bodies/committees of our institution. They actively rep in different bodies and committies of the college. Library Committ Admission Committee, Sports Cultural Committees , Seminar Committee, G Cell other subcommittees. The students' representative is elected by students in the presence of one Teachers' Representative to the Col

Governing body, the IQAC Coordinator and the Convenor of the Acade
Subcommittee. As Students Representatives they convey the opinion grie
(if any) of the students in front of the Body/ Committees/ Cell conve
action taken reports to the students. They actively participate in Co
cleaning Programmes with NSS. They motivate encourage the students to a
participate in all the sports Cultural activities organised by the co
throughout the year. They themselves also participate in various activi
the college. They help the teaching staff of the college to organi
departmental seminars/Workshops etc. The Students Representative pla
important role in encouraging and motivating students to participate
Programmes. The students organise Saraswati Puja in the college unde
leadership of Students Representatives. They also help to organise di
sports activities and events and assist the teachers in making the ev
success. They are well aware of the strength weaknesses of the college
suggestions from students of different departments about how to overc
weaknesses submitted to coordinator IQAC.As a most important Stakehol
the college they actively participate in all round development of the

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

45

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Institute practices decentralization and participative manageme
frequent consultation with the College Governing Body. The institut
constituted different Committees for the smooth functioning of acaden
administrative work of the institute. All the decisions related to c
development, infrastructure and adding new courses, budget allocati
various activities of the college are taken by a democratic and partic
management system in which the teaching, non teaching staff student
contribute . A decentralized administrative system provides the best f
to the students. Before implementation of any important measure the Pr
discusses it with the different stake holders in meetings, funds
mobilized and decisions are taken. For instance, 1. Purchase Committ
Institute follows the standard operating procedure not only in the fi
but in academic and administrative activities.To purchase any statior
equipments the HODs gives a letter to the Principal mentioning t

requirements which is forwarded by the Principal to the Purchas
Committee'.The committee consisted of The Principal, Bursar, Governin
Representatives ,Few Senior Teachers , Two nonteaching Staff Stud
Representatives .The Committee communicate to the vendors requestin
submit their quotations if the amount is lee than Rs50,000 After rec
these quotations envelopes are opened in the presence of all members
Committee discussed the reputations, prices, and quality of the produ
they claimed in their quotations, including its guarantee/warranty pe
the presence of the Principal order was placed on the same day but if
beyond these tender notices is issued through college website . Thus
process of any purchase is executed through such a transparent way
teachers, administrative staff and Students are involved. The college
decentralization and participative management 2. Library Committee
committee consists of the Principal, Librarian, Coordinator IQAC,all
teacher representatives of the Governing Body Students The funds ava
for buying books are divided almost equally to all departments .T
Librarian request all HoDs to submit a list of the books required b
department through requisition form. Side by side, book requisition :
taken from the student members. Next, step is tender notice issued t
college website. . Thus it is ensured that the needs of all are ensu
funds are used in the best possible manner through a process of partic
management

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	The college website displays all the courses and the nu seats in each course along with reservation policy for categories as per government directives Online Admis including online payment facility in both UG levels. admission is made strictly on the basis of merit. S observance of Govt. Rules and norms prescribed by affiliating University
Human Resource Management	The college organized workshops for new syllabus(CBC: teachers are encouraged to attend professional develo programmes like Orientation Programme, Refresher course Term Course, Faculty Development Course organised by College or affiliating and other Universities for acq necessary skills for effective delivery of the curric Computer training programmes are arranged by IQAC teachers, students, non teaching staff. Grievance Red Cell, AntiRagging Committee, has been set upfor sa: security of all related to college
Library, ICT and Physical	The required upgradation and moderation has been do: required.Automation of Library has been on. Each depa

Infrastructure / Instrumentation	has a ICT enabled class room and the institution has class room as well. In the pandemic situation the clas all being taken through online mode.
Research and Development	The faculty members are motivated for research publicat peer reviewed journals with high impact factor encourag to present papers in International/National/State L Seminars, workshops and to act as resource persons. IQ encouraged faculty members to submit plan of work. publication of research work of the faculty members exhibits in the college library to inspire further res
Examination and Evaluation	The external examination is conducted by the Universi semester. The college is authorized to conduct Inte assessments Tutorials / Practicals . The marks of Inf assessment Tutorials are sent to the University thr Portal. The schedules for Internal as well as other ac as per CBCS guidelines are categorically mentioned i academic calendar and are conducted accordingly. The scripts of internal examinations are shown to the stude necessary suggestions are given by the teachers so students feel confident and can do better in their Seme examinations. The student's projects are carried out u supervision of the concerned teacher.
Teaching and Learning	Conventional classroom teaching is blended with use of make the teachinglearning process more learnercentric. assisted learning, experiential learning ,participa learning ProblemSolving method are used for effect curriculum delivery. Classroom teaching is supplemente seminars, workshops, special lectures, group discuss Tutorials, Departmental Quiz, paper presentation by students, projects, group assignments, term paper educational tours, field trips and industrial visits mandatory in each class that a group of three to five will give a presentation on the topic given by the co faculty and added advantages of this PowerPoint preser is that student take active interest in learning and g each other experiences and ideas. Every group of stude to give new knowledge on the particular topic. Review with students also helps to improve the teachinglea process. Movie showing is also another effective measu by our institution.
Curriculum Development	Vidyasagar University introduced CBCS for both UG pro the college follows the same. Each Semester includes i assessments, 75 compulsory attendance for each pap Tutorials/ Practical's Semesterend exams. From 3rd Se students have to enrol in one Skill enhancement course So the core concern of the institution is to attain sustain quality teaching and learning so that our stu perform better in their University Exams and are confic capable of joining Higher Education after completing course. For an effective curriculum delivery varic

studentcentric teaching methods are used. Enrichme
programmes are also organised by different departments
college for student to update their knowledge make
actively participate in the interaction session. Feedba
all stakeholders are collected, analysed submitted t
University for necessary action.

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

E-governace area	Details
Planning and Development	The college has a dedicated short messaging system to important information to its stakeholders, The Governm West Bengal has initiated egovernance system through v modules like epension , West Bengal health scheme, inte financial management system , Human Resource Managem System,, The college operates through PFMS for its G received from State or Central Government. The coll regularly uses online payment facility through various Gateways
Administration	Notice display system for students and other stakehol Regular exercises of etendering process through Govt. Regular exercises of PFMS portal to upload expenditure to Govt. fund.
Finance and Accounts	Fully computerised office and accounts section . Maint the college accounts through Tally ERP 9.0. E tender t Govt. E tender System
Student Admission and Support	Online admission including online payment gateway. Main students database through tailor made software. Implem online CBCS semester information system for UG Cour Whatsapp, website, Google Classroom etc, Study Materi
Examination	The affiliating University has implemented e-governance different modules like examination form fill up, Exam upload and publication of marks through university po Under pandemic situation examinations till June 30 postponed

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided
No Data Entered/Not Applicable !!!			

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

Year	Title of the professional	Title of the administrative	From	To	Number of	N

development programme organised for teaching staff	training programme organised for non-teaching staff	date	Date	participants (Teaching staff)	pa (no
No Data Entered/Not Applicable !!!					

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

Title of the professional development programme	Number of teachers who attended	From Date	To date
Orientation Programme ,UGC sponsored	1	03/02/2020	22/12/202
ICSSR,NewDelhi,Sponsored Two Week Capacity Building Programme for Young Social Science Faculty	1	09/12/2019	21/12/201

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Ti
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
No Data Entered/Not Applicable !!!		

6.4 – Financial Management and Resource Mobilization

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

Yes The institute an external audit to make an assessment of the secu reliability of the financial statement made by the accounts in ev financial year. The external/statutory audit is carried by a goverr auditor appointed by the department of higher education government Bengal. The external/statutory audit has been completed up to the se 2018-19.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Pu
PC CHANDRA GROUP	200000	LI B

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6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Auth
Academic	Nill	Nill	Yes	N:
Administrative	Nill	Nill	Yes	N:

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

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

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

Conducting internal academic audit Completion of medical herbs unit in Recommend to start Hons. courses in Education

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	
b)Participation in NIRF	
c)ISO certification	
d)NBA or any other quality audit	

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	N p
2019	ICT Training program for teachers	08/07/2019	08/07/2019	08/07/2019	
2019	NAAC visit awareness program with teachers	03/08/2019	03/08/2019	03/08/2019	
2019	NAAC visit awareness program with non teaching staff	05/08/2019	05/08/2019	05/08/2019	
2019	Awareness of green campus with students	12/08/2019	12/08/2019	12/08/2019	
2019	Conduct NAAC peer team visit	21/08/2019	21/08/2019	22/08/2019	
2019	General meeting on NAAC result with teachers, non-teaching staff and students	27/09/2019	27/09/2019	27/09/2019	
2019	Meeting with teachers	02/12/2019	02/12/2019	02/12/2019	
2020	Students awareness on digital	12/02/2020	12/02/2020	12/02/2020	

	classes			
2020	Workshop with female students on safety and cyber crime	03/03/2020	03/03/2020	03/03/2020

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	N Pa
			Fer
Workshop with female students on safety and cyber crime	03/03/2020	03/03/2020	4

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

Percentage of power requirement of the University met by the renewable energy sour
4.6

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	N pa st
No Data Entered/Not Applicable !!!							

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

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

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Numbe partici
Celebration of independence Day	15/08/2019	15/08/2019	73
Celebration of Teachers Day	05/09/2019	05/09/2019	84
Celebration of Vivekananda birthday	12/01/2020	12/01/2020	26

Ceelebration of Netaji Birth day	23/01/2020	23/01/2020	26
Celebration of Republic day	26/01/2020	26/01/2020	38
Celebration of International Womens day	08/03/2020	08/03/2020	55

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

1. Promote green practice as best practice 2. Use if natural bio degr
plates 3. Using bicycles than petrol/diesel vehicles in camus 4. U
process of rain water harvest 5. Setting up medical herbs unit

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title of the Practice: Creation of Nature Park in the college cam
Objective:The institution has a huge campus and the area is surrounded
of trees and natural growths.The institution aims to establish a natu
within the campus. It is aiming to start a nursery with a separate s
for colourful flowers. It will have a separate section for medicinal
and natural plants with medicinal and utility values. There will h
separate area for growth and nurturing of indigenous plants. Conte
Biodiversity and saving nature is a burning issue in the world envirc
Due to increase in human population, and rapid deforestation lot
indigenous plants are getting extinct and their natural values are lo
institution in its microscopic way aims to nurture and promote ecol
park and biodiversity. These will attract birds and butterflies which
the beauty as well as nature shelter for their nests. It is importan
the students shall understand and learn the value of nature and prese
of nature, incorporate nature in their daily lives and can promote
learning in the nature preservation in their surrounding as well. Pra
Some of the strategies adopted for nature park preservation are:
institution has collaborated with the private nursery body for maint
and plantation and preservation of the flowers and plants. "One stude
plant" such motto has been promoted by incorporating our students wit
system and giving the responsibility of each plant to each student s
they can understand their human and social responsibility towards nat
the different floors of the institution, provision for water for the
during summer has been made which is also maintained by the students.
arrangements have also be made in the abode of nature so that the te
and students can promote nature class or open-air classes in the na
environment The old huge existing trees are being preserved with prop
The medicinal plants are being preserved for social use and experime
indigenous plants are being nurtured and preserved for the future. Ev
of Success: Growing awareness among students on nature and environment
Goals: To start outreach programs on nature and natural preservat
Challenge: Lack of fund Best Practice2 Title: Gradual Upgradation o
academics and institutional management toward being digitalized Obje
Technology indeed makes administrative and academic functioning smoot
efficient and effortless. The institution in spite of all its drawba

attempting to increase its facilitation towards students by making the
   system of administration and academia upgraded with the latest tech
methods and implementing the ICT methods which shall benefit the func
   of students as well as the teacher and office staffs. The digitalis
  shall help the teachers to design the presentation and preparation of
   syllabus and help the students understand the changing dynamics of
   subject under globalization. Digitally enabled classrooms shall hel
  students to have a progressive environment of education. At the same
   the office administration management shall become smoother, hassle-fr
    more efficient as well as completely paper free. Context: We live
   essentially a digital era. Staying away from the rapid digitalizatio
   progression is a regressive step and it is necessary to use the pow
internet so that increase the accessibility and faster and more effici
   of knowledge distribution than the traditional methods. ICT increa
  research openings. The use of ICT facilitates the quality of underst
    and gives greater scope of performance to both students and teache
    Practice: Some of the strategies used and adopted /started towards
process of digitalization The admission process of the students is con
 paperless and done online The record of the students are also maintai
an online database The institutional library has already begun the pro
 being digitalised admission has The important departments have the fa
 to use ICT enabled classes. The institution has also has started usin
    for better surveillance and security. The teachers exchange import
     information and notice through SMS/Whatsapp The institution has
   informative website where all important notices are displayed Eviden
   success: The online admission has made the admission procedure fair
hassles free The students are showing progress and interest and are co
 with their own innovative ideas due to their introduction to smart cl
    Future Goal: To 100 digitalize the institution incorporating all
 sections. Challenges: Lack of fund The necessity to increase more ICT
             classes. The requirement of more Wifi access in campus

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

http://www.sabsmkultikri.org/aboutus.html

7.3 – Institutional Distinctiveness

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

   Situating at the lap of Jungle Mahal, a region largely inhabited by
   underprivileged, economically weaker sections of the society,S.C.,
  O.B.C. and minority communities in the Sankrail and the adjoining Bloc
   college acts as a beacon to promote and impart higher education amor
    students of this region, who are mostly first generation learners.
   college is the outcome with the genuine and sincere effort of the pe
   all spheres of Sankrail and neighbouring blocks. It has faced many ba
   as this area had faced maoist intrusion and violent disturbances for
    time and yet in spite of that the institution aims develop and emp
  students through education that fosters knowledge and skills, promotes
   of equality, secularism and national integration, moulds character t

discipline and rigour and creates an open mind capable of assimilati
best traditions of the East and the West catering to its Vision of "
Awake and Stop not till the goal is reached"- Swami Vivekananda '
institution also moves towards constant progression in keeping with
mission of dissemination of knowledge, inculcation of egalitarian, s
and non-parochial values among students in addition to the core valu
honesty, discipline, courage, compassion, self respect as well as resp
others and promotion of all-round development of the students.

Provide the weblink of the institution

http://www.sabsmkultikri.org/aboutus.html

8.Future Plans of Actions for Next Academic Year

1. Publication of Handbook (Code of Conduct) for various stakeholders.
Publication of more research papers in UGC approved Journals 3. Partic:
of Students in online learning courses 4. Seminar / Workshop on Intell
Property Rights (IPR) 5. Internal Academic Audit 6. Implementation of 1
Automated Student Database College Management system (MIS) 7. Strength
Career Guidance Cell 8. innovative research project on "Creating Envir
Awareness among college students using Paper Recycling Technology 9.Be
hons. course in Education