



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	Shyampur Siddheswari Mahavidyalaya
• Name of the Head of the institution	Dr. Sabyasachi Sen
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9091938311
• Mobile No:	9830494476
• Registered e-mail	ssmahavidyalaya@gmail.com
• Alternate e-mail	principal.ssmahavidyalaya@gmail.com
• Address	Ajodhya Shyampur Howrah Pin 711312 West Bengal
• City/Town	Howrah
• State/UT	West Bengal
• Pin Code	711312
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Grants-in aid				
• Name of the Affiliating University	University of Calcutta				
• Name of the IQAC Coordinator	Dr. Dhruva Chandra Dhali				
• Phone No.	9831813759				
• Alternate phone No.	9073024122				
• Mobile	9831813759				
• IQAC e-mail address	iqac@ssmahavidyalaya.edu.in				
• Alternate e-mail address	ssmahavidyalaya@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://ssmahavidyalaya.edu.in/images/aqar/AQAR-2020-2021.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://ssmahavidyalaya.edu.in/images/Acdemic_calender_2021-22_.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B	2.27	2010	08/01/2011	07/01/2016
6.Date of Establishment of IQAC			10/01/2011		
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
SHYAMPUR SIDDHESWARIMAHAVIDYALAYA/ Botany/ Dr.Satarupa Dey	Isolation and evaluation of plant growth promotion ability of lignocellulosytic bacteria from tea garden and their application in biocomposting.	Department of Science & Technology, Government of India)	18December, 2021 (Two years)	2212650/-
8.Whether composition of IQAC as per latest NAAC guidelines		Yes		
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 		View File		
9.No. of IQAC meetings held during the year		7		
<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? 		Yes		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 		No File Uploaded		
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)				

Social Outreach Programmes in association with NSS

Waste Management as a part of Green Campus Clean Campus Drive.

Enhanced Learning infrastructure to facilitate Blended Learning.

Stakeholders' Feedback

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
Should be integrated and included as a part of the Shyampur Siddheswari Mahavidyalaya family Sankalpa Divas	Sankapa Divas
To prepare a comprehensive academic calender to accomodate the crisis figured by COVID-19 pandemic.	Academic calender
IQAC plans to organize social outreach programs to tackle such diseases as COVID-19 and dangue	Social outreach program with NSS, COVID-19 Kit distribution, Dangue awarness camp
Waste management as a part of green campus, clean campus drive	Solid Waste management, E-waste management, Liquid waste management
Enhance learning infrastucture-blended mode of learning	Establishment of WIFI in every classroom.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	09/09/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	19/01/2023

15. Multidisciplinary / interdisciplinary

The institution is affiliated under the University of Calcutta, West Bengal. So it has to follow the guidelines prescribed by the university. Due to this, independent planning to include multidisciplinary subjects as per National Education Policy 2020 is not admissible. However, the college is preparing itself to evolve into a multidisciplinary institution. Science, Technology, Engineering and Mathematics (STEM) are the four supportive pillars of economic growth of a nation. Regarding the integration of mainstream humanities and science with STEM, to develop variety of skill as well as creativity in students, the college has to go forward. The choice-based credit system (CBCS) had been implemented in all the undergraduate courses taught in the college from 2018. Most of the curricula include relevant project works, in different subjects. Some subjects like Anthropology, Zoology, Commerce and Geography have community-based project works, which requires a clear multi-disciplinary approach. Environmental education is taught to all the students, as Environmental Studies is a compulsory paper for all undergraduate subjects. Study of ecosystem and biodiversity is an integral part of the curricula of biological sciences like Botany, Zoology and Geography. Application of innovative ideas is important key factor to prepare the project works of the students. A number of activities are carried out to nurture value-based education among the student community. In this regard, the Value Education lecture series has been delivered by the institution throughout the 2021-22.

16. Academic bank of credits (ABC):

To be initiated under the University of Calcutta under CCF 2023 framed as per NEP 2020.

17. Skill development:

During the 2021-22 academic year, our college's Career Counseling, Training, and Placement Cell took the lead in guiding students through skill development initiatives. This endeavor commenced with the organization of three impactful seminars, a collaborative effort involving our college and esteemed organizations. Memorandums of Understanding were signed with reputable institutions such as Shyamaprasad College and Edubridge Education, marking the genesis of these events. Additionally, a seminar on multimedia and VFX technology was conducted by the Maya Academy of Advanced Cinematics

(MAAC) to enhance our graduates' proficiency.

The first seminar, led by Prof. Shyam Kishore Mondal from Shyamaprasad College's Computer Science department in Kolkata, provided valuable insights and practical knowledge. Subsequent sessions by MAAC and Edubridge were meticulously designed to offer hands-on training and exposure to real-world scenarios. These collaborations not only enriched students' academic journeys but also bolstered their employability prospects.

Our college's commitment to fostering practical skills and industry-relevant knowledge was evident through these seminars, establishing a robust foundation for students' professional growth in the competitive job market. The strategic partnerships and dedicated efforts of the Career Counseling, Training, and Placement Cell underscore our institution's dedication to preparing students for success beyond the academic realm.

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

All the teaching are carried out in popular Indian languages, Bengali, English. There are courses on Sanskrit as well. Curriculum of subjects like History, Philosophy is a clear reflection of the indian culture and heritage. Events reflecting local culture are organized like 'Prak Saradiya', 'Basanta Utsav', 'Bengali Navabarsha', 'Halkhata', 'Dwali-the festival of light' are organized by different departments. Use of online contents and enrolment in SWYAM are encouraged; both for teachers and students. The Institute offeres certificate course (30 hrs) on 'Value Education & Indina Culture' in association with Ramkrishna Mission Vivekananda Centenary College, Khardah.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Outcome Based Education is practiced in synnergy to the programme outcome specified by UGC and Course Outcome of each courses under every programme are mapped with porgramme outcome. Course Outcomes are set in line with Bloom's Taxonomoy. Attainment of Course Outcome and Programme Outcome through necessary mapping are carried out through internal examinations. Outcome based question papers are set, papers are evaluated and attainment of CO are checked. Attainment levels are decided by respective teachers. Waitage to internal assesment is 80% and feedfack from stake holders is 20%. Final attainment level is decided from both contribution and CO attained in discussed in Academic Council and IQAC for initatiating necessary actions.

20.Distance education/online education:	
We have applied to NSOU and Rabindrabharati University for the Distance learning centre. On Distance learning programme on specific courses have been carried out under Vidyasagar University.	
Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	17
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	3999
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1201
File Description	Documents
Data Template	No File Uploaded
2.3 Number of outgoing/ final year students during the year	893
File Description	Documents
Data Template	View File
3.Academic	
3.1	71

Number of full time teachers during the year		
File Description	Documents	
Data Template	View File	
3.2	74	
Number of Sanctioned posts during the year		
File Description	Documents	
Data Template	View File	
4.Institution		
4.1	33	
Total number of Classrooms and Seminar halls		
4.2	62.75016	
Total expenditure excluding salary during the year (INR in lakhs)		
4.3	65	
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		
<p>Academic sessions start with an induction meeting (Sankalpa Divas) with newly enrolled students, where the principal delivers the inaugural talk and experts from various fields deliver the motivational speech. Also, Heads and senior faculty members from each department interact with students to provide information about the department, syllabus, CIE, routine, etc.</p> <p>At the beginning of the academic session, Heads conduct departmental meetings for syllabus & load distribution. Then, proposed departmental routine submitted to the routine subcommittee.</p> <p>The routine subcommittee prepares final routine for the academic session.</p>		

The Academic Subcommittee, under the supervision of IQAC, presents and distributes routine to heads of the respective departments. Also, routine is displayed on college's website and students' notice board. Hard copy of the routine is distributed to the departmental heads.

Following the academic calendar given by the affiliating University, the academic calendar is prepared by academic subcommittee at the beginning of each session.

Each department conducts meetings to prepare the departmental calendar of events following the college's academic calendar.

Teachers prepared their lesson plans based on the assigned class routine and topics. The teaching-learning process is carried out in a blended mode.

Various departments conduct webinars, Special and extension lectures, online Quizzes, etc., in parallel to regular teaching.

Remedial classes are conducted by many departments for slow learners.

Online class tests, mock tests, etc., are conducted through emails, Whatsapp, Google Forms, Google Drive, and Google Classroom.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The college follows the guidelines of the University of Calcutta (CU), to which it is affiliated. The Academic Calendar not only lists academic activities but includes expected dates for co-curricular and extracurricular events, a list of holidays, etc. The calendar is designed to allow for adjustments brought about by unforeseen circumstances. The Routine Sub-committee prepares routine in accordance with the CBCS curriculum after consulting with all departments and the Academic Subcommittee, which creates the Academic Calendar.

Offline classes for the odd semester commenced from 16th November 2021. After the commencement of classes, Internal Assessment for the odd semester was conducted in the third and fourth week of December 2021 in online mode through Emails, Google forms and other online mode by individual departments, prior to the University examination. Internal assessment for the odd semester internal examination was conducted in offline mode in June 2022.

Sciences Departments are given the freedom to choose the mode of CIE from the options made available by the affiliating university, which include written tests, viva voce, seminar presentations, project works, practical examinations (where needed) etc. Internal Assessment exams are conducted centrally in the college

As per the guidelines of the University, Continuous Internal Evaluation, is done by the departments throughout the semester. The process of internal evaluation is mandatory for all. It comprises of attendance, internal assessment and tutorial examination.

The departments monitor the internal examination and the examination Subcommittee monitors the semester-end examinations conducted by CU.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://ssmahavidyalaya.edu.in/images/agar/2021-22/Criterion%201/Academic%20Calendar%202021-2022NAAC%20-.pdf

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

B. Any 3 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	View File

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

17

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	View File
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)

12

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
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

307

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

234

File Description	Documents
Any additional information	View File
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

In order to integrate the cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment, and Sustainability, our affiliating university has imbibed different types of courses in the curriculum, some enhance professional competencies while others aim to inculcate general competencies like social values, human values, environment sensitivity, etc., thereby leading to the holistic development of students, which we follow regularly through our teaching-learning process. Additionally, the institution seeks to keep a peaceful and welcoming atmosphere on its campus and seeks to instill fundamental morals and values in its students.

Human Values, Professional ethics, Gender Equality, Gender Sensitizations, Environment & sustainability are included in the curriculum of the subjects: Political Science, Philosophy, Education, English, Sanskrit, Botany, Zoology, History, Geography, and Commerce.

Environmental awareness is a crucial component of the students learning process. In Semester 2 of the CBCS curriculum, there is a mandatory Environmental Studies Course that is a part of the Ability Enhancement Compulsory Course (AECC-2) for all students.

Value-based education classes have also been introduced in addition to impart values through the required curriculum. Through community service and other social welfare initiatives like village adoption ('Bindu' programme which focuses on counseling of rural students and other activities followed by necessary skill enhancements), the institution especially makes sure to properly prepare students and

make them responsible citizens. As a part of the gender sensitization programme proactive measures are taken by the Women Cell of the Institute through organizations of seminars.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

13

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	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

1656

File Description	Documents
Any additional information	View File
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	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File
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	View File
URL for feedback report	https://ssmahavidyalaya.edu.in/index.php/index.php?option=com_content&view=article&id=153&Itemid=0
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 sanctioned seats during the year	
2664	
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

445

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

To enhance the academic performance of the students the IQAC takes a number of important measures with a focus on improving overall academic standard of the Institution. The entire process is taken in the following manner-

- After the commencement of the classes a test is conducted based on some basic questions of the concerned subject
- After reviewing the result of the said test two types of learners i.e. Fast Learners and Slow Learners are identified, and two groups are formed.

For the fast learners following measures are taken-

- Some classes both in online and offline mode are taken to enhance their interest in areas of advanced studies on that subject.
- After finishing the classes, a test is taken to evaluate the progress of those students who are identified as Fast Learners.
- These students are motivated towards online learning framework like NPTEL, SWAYAM, so on.

For the Slow Learners following measures are taken-

- A Bridge Course is conducted to develop their basic knowledge in the concerned subject.
- A test is taken to ensure their progress and interest of that subject.

- Remedial Classes are conducted for those Slow Learners as per the notified schedule from the respective department.
- Remedial classes are followed by a test to check the level of progress of each student.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
3999	71

File Description	Documents
Any additional information	View File

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

The teaching learning paradigm within the Institute has evolved with time; starting from traditional chalk-talk method to present use of ICT enabled classes. Accordingly, following methods are in practice as on date,

1. Traditional chalk-talk method: Use of conventional board and chalk to deliver the content is adopted. However, depending on the subject different pedagogical techniques are used including, story-telling, role play, interrogative sessions, problem solving sessions; thus making the class room situation participatory.
2. Tutorial classes are used as problem solving sessions, case-studies, demonstration etc.
3. All science subjects have dedicated lab sessions for hands on learning, thus implementing experiential learnings. Apart, from these departments like Geography, Zoology, Botany, Anthropology arrange field tours every year as a part of their course curriculum. During these tours specific departments organise field survey to local area of the visiting place to enrich the practical experience of the learners. Department of

history also conducts 'Educational Tour' annually in any museum or in any historical place to enrich the idea of the students.

4. Project Based Learning: In every science subjects, in commerce as well in subjects like History, learning through project work is mandatory. Science Exhibition is organized to ignite their innovative minds.
5. An annual magazine titled 'AYAN' is published every year in which creative writings of students are published. Apart from this many departments individually publish their wall-magazine annually to encourage the students to enhance their skill of creative writing.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://ssmahavidyalaya.edu.in/images/aqar/2021-22/Criterion%202/2.3.1_document.pdf

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

The Institution encourages ICT enabled teaching-learning through a number initiatives including 9 state of the art Smart Class Rooms equipped with Computing tools, Projectors, Display board, Sound System and wi-fi facilities. The overall bandwidth of the Institute is 512 MBPS to facilitate smooth conduction of parallel classes and maximum utilization of resources. Teachers are accustomed to the classes in digital mode using Learning Management System (LMS), Power point presentation and online video resources. Online quizzing system such as QuZZZ, KAHUT are used to make the class interactive. Apart from these in specific streams digital contents are shared with the students prior to the class; making the in-class activities more participatory as well as providing space for solution of problems and case-studies. As part of the initiative of earning credit through online courses, the college is nodal centre of SWAYAM-NPTEL. A number of teachers have secured highest grade in recent years. Students are encouraged to enrol in SWAYAM-NPTEL and get the essence of highest level of learning experiences.

This is supported by vast learning resources of the College Central Library; which is digitally equipped with a subscription of N-List e-resources. Central Library has a separate Digital Library which accessible which is accessible beyond time and space.

Teachers encourage students to prepare presentations, projects, graph plotting, field reports using MS Word, Excel, PowerPoint and so on. They are given training for this purpose by experts.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://ssmahavidyalaya.edu.in/images/agar/2021-22/Criterion%202/2.3.2%20-%20ICT%20Enabled%20Tools%20for%20Effective%20Teaching-Learning%20Process.pdf

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

70

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

71

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	View File

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

16

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**

676

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.

The Institute conducts internal assessment as per the CBCS (2018) curriculum of the University of Calcutta. At the beginning of the semester there is a mechanism of writing guide book for every student by respective departments and during that interaction students are made aware about combinations of core and elective papers as well as internal marks component in each paper. Marks allotted is 10% of full marks of each paper. In specific papers (except SEC, LCC papers) some portion of the internal assessment is contributed by Presentation/Viva Voce/Mini Projects (Tutorial Assessment); which contributes 15% of the full marks. Internal assessment is conducted centrally. Marks in the internal assessment are uploaded in the University portal and students are made aware about their areas of improvements through in-class interaction or

mentor-mentee interaction; thus making the system transparent and robust. Performance of the students are discussed in the departmental meeting and academic council meeting for necessary remedial measures. Apart from the Institute emphasizes Continuous Evaluation through quizzes, group discussion, surprise class tests, quizzes, home assignments, fieldwork, presentations; which has direct impact over the marks contributed from Class Attendance of each student. During pandemic the Internal Assessment was conducted in annual mode using standard Learning Management System.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

As per the guidelines of the University results of the internal of the assessment are directly uploaded in the University portal. However, before submission of marks; performance of each student and their areas of improvement are informed to the students during in-class and mentor-mentee interaction. Any grievance arising out of the discussion are sorted at the departmental level. This entire process is completed within 15-20 days of completion of internal examination.

In case of grievances arising out in end semester examination results published by the University; students can report to the examination office and same is verified at the academic subcommittee meeting for necessary ratification within 10 days of the appeal made by the students. After a careful and cautious hearing, the merit of the complaint is judged, the decision of the department is reviewed and necessary steps are taken. Finally, the resolutions of the academic subcommittee are forwarded to the University through the Principal; for necessary actions.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the

Programmes offered by the institution.

Effective implementation of learning of any programme and course depends on the attainment of POs and COs. The institute has developed its COs based on the POs as defined by the regulatory body. For all the undergraduate programmes, the COs has been drafted by a group of faculty members assigned for course development in specific subjects. Course Outcome (COs) statements for every course have been defined, that describe the competencies gained by the student through the course. Cos of each course approved by the Academic Council and informed to the GB meeting. Every CO is aligned to one or more POs, and is measured at the end of the course, through various assessments, designed specifically to effectively measure the CO and contribute to the PO that it is mapped to. Programme and course outcomes are described to the first year students at the commencement of the programme through orientation program. It is available on the Institute website as well as the department websites. Soft Copy of Curriculum and Learning Outcomes of Programs and Courses are uploaded on the Institution website for reference. These are kept in prominent locations viz. classroom Department office, Laboratories, campus corridors, lab manual, course file and Department library of the campus for stakeholders and public view. Each department is communicated to employers and Alumni by sending mail and during the Alumni Meeting to see the attainment of POs .

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://ssmahavidyalaya.edu.in/images/CO_PO_PSO.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

To practice the Outcome Based Education in the Institute, the attainment of Course Outcome(CO) is evaluated through several Direct and Indirect assessment tools. The result of attainment of CO is used to evaluate the attainment of Program Specific Outcome(PSO) and Programme Outcome(PO).

CO attainment has been measured based on Cumulative Internal Examinations and semester end examination.

Assessment of attainment for PO and PSO are carried out through Direct attainment and Indirect attainment. Direct attainment is obtained through Semester End Examination (SEE), Cumulative Internal Examinations (CIE), like, class test, slot test, assignment, presentation, report.

Indirect attainment is obtained through various surveys e.g. Alumni, parent, employer, students

Measuring CO attainment through Cumulative Internal Examinations (CIE):

CO attainments are measured considering assignments, class test, slot test through CIE.

CO attainment is obtained through Cumulative Internal Examination (CIE) and Semester End Examination (SEE).

Attainment Level of courses is set as below by the program

Target level 1: 50% students must score 60% and above

Target level 2: 70% students must score 60% and above

Target level 3: 80% students must score 60% and above

Overall CO attainment is obtained considering 40% credit from CIE and 60% from SEE.ie,

Overall CO attainment=40% credit from CIE + 60% from SEE.

Overall PO & PSO attainment:

Overall PO attainment = (80% of Direct attainment) + (20% of Indirect Attainment)

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**629**

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://erp.ssmahavidyalaya.edu.in/FeedBackReports/FBDetailsChart.aspx?LinkID=25&chartname=Pie>

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)****12.61130**

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**1**

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	View File
Paste link to funding agency website	https://serb.gov.in/page/english/research_grants#Start-up%20Research%20Grant%20(SRG)

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year****16**

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

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year****18**

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

23

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

3.3 - Extension Activities

3.3.1 - 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 Institute has taken initiatives to address the societal needs and development of the neighbouring community. Students being one the major stake holders plays pivotal role in implementing Institutional initiatives for overall growth of the society. All these extension activities are carried out by the two vibrant units of NSS. The Institute has adopted a village (Nauripara) under Bindoo Programme and is looking after overall community development of those rural areas.

NSS team of the Institute had organized various activities in the year 2021-22 which have created immense impact on the students' behaviour towards the society at large. Various programmes such as kit distribution in the aftermath of Covid 19 pandemic, dengue awareness camp, thalassemia awareness camp etc have been organised. Blood donation camps were also organized. Environment friendly programmes such as Tree plantation, Green initiatives, Cleanliness Drive (Swachh Bharat Abhiyan) are organized by the Institute through its different wings.

In addition, the NSS wing of the Institute celebrates days of national pride including Independence Day, Republic Day and other patriotic events within its premises. The Institute also organizes programmes on World Yoga Day, to celebrate the power of youth in building the new India.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1q1wFRL8010omdaTXPMvNTqIQauUT4Eio/view?usp=drive_link
Upload any additional information	View File

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

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

1

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

3.3.3 - 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

3.3.3.1 - 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

14

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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

collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

971

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

3

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
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.

Shyampur Siddheswari Mahavidyalaya boasts a comprehensive infrastructure spread across its 6.49-acre campus. With eight buildings, two car parking lots, and a dedicated motorcycle cum bicycle stand, the college ensures optimal utilization of its physical resources. The Main Administrative Building, constructed in 1971, houses classrooms, administrative offices, and specialized rooms, fostering an environment conducive to teaching and learning. The college's commitment to modern education is reflected in its 31 spacious classrooms, of which seven are ICT-enabled, supported by four ICT laboratories, a computerized library, and an ICT-enabled principal's chamber.

The New Extension Building, established recently, connects seamlessly with the Main Administrative Building, providing additional well-ventilated classrooms. The Central Library Building, established in 2019, stands as a three-story hub of knowledge, equipped with modern facilities like the APJ Abdul Kalam Auditorium and a Smart Class Room. The college's dedication to student welfare is evident in the Students Canteen cum Dining Hall, Teaching Staff Quarters, and a Hostel Building. Additionally, the campus features an Indoor Sports Building for various sports activities, a dedicated bicycle stand constructed in 2016, and two seminar halls, APJ Abdul Kalam Hall and Pather Dabi, fostering a holistic educational experience for students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ssmahavidyalaya.edu.in/images/agar/2021-22/Criterion%204/SSM%20INFRASTRUCTURE%20(1).pdf

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

The institution possesses adequate facilities for cultural activities, sports, games, and even a gymnasium. The college places a strong emphasis on sports and actively encourages its students to

participate. Several athletes from the college have taken part in district, university, state, and even national-level sports competitions.

The college offers a variety of indoor games, including Carrom board, Table-tennis, and Chess. Similarly, outdoor games such as Kabaddi, Kho-Kho, Handball, Football, Cricket, Athletics and Badminton are also available. These activities are overseen by the Sports & Games Committee, which includes dedicated sports teachers and committee members who manage these facilities with great care and attention. The cultural sub-committee orchestrates a multitude of cultural events such as the Freshers' Welcome, Independence Day celebrations, Saraswati Puja, Basanta Utsav (Spring Festival), and the Annual Cultural Programme, among others. These events receive support and assistance from various other departments. The Music department manages a range of musical instruments like harmonium, Tabla, Tanpura, and more. Both the Cultural Committee and the Sports & Games Committee play integral roles in fostering the comprehensive growth and development of the student community.

Facilities

Year of establishment

area

Access rate (person /day)

Gymnasium

2004-05

25 feet X 20 feet

25

Playground

1964-65

90 feet X 64 feet,

100

Mini-indoor sports complex

2016-17

44 feet X 34 feet

80

Girls' common room with 2 carrom boards

1964-65

37 feet X 17 feet

40

Boys' common room with 10 carrom boards

1964-65

37 feet X 26 feet,

100

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://ssmahavidyalaya.edu.in/images/agar/2021-22/Criterion%204/SSM%20INFRASTRUCTURE%20(1).pdf

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

11

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

11

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)

25.19058

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
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)

The Central Library at Shyampur Siddheswari Mahavidyalaya is a beacon of modernity, having embraced automation through the use of Koha Library Management Software. Koha, a globally recognized open-source library management software, powers the Online Public Access Catalog (OPAC), allowing users 24x7 access from anywhere in the world. The library, equipped with 15 computers running the latest stable version of Koha (v21.05.09) since its installation in 2019, offers seamless services. Automation highlights include the fully automated processes of book issuance and return. Web-OPAC services, accessible via dedicated terminals, enhance user experience. Integrated with the college website, Koha's cloud-based architecture enables remote access, empowering faculty, non-teaching staff, and students to explore the library's extensive collection from their homes using mobile devices or PCs. Search modules encompass various

fields such as title, subject, author, publisher, call number, accession number, and ISBN, facilitating efficient book location and reservation. The library, organized using the Dewey Decimal Classification 23rd edition, currently houses over 27,000 books. In addition to a rich assortment of reference materials, the library subscribes to magazines, employment news, and newspapers. N-List e-resources, boasting 195,000+ e-books and 6,000+ e-journals, elevate the library's digital offerings. As a proud member of the NDLI Club developed by IIT, Kharagpur, the College Library opens the doors for users to access a vast reservoir of electronic resources, further enriching the academic experience.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://ssml-opac.l2c2.co.in/

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

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
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)

0.82382

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
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

83

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

4.3 - IT Infrastructure

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

The college prioritizes consistent updates to its IT facilities, facing disruptions during the pandemic but adapting swiftly to online education. All departments are well-equipped with computers, accessories, and open Wi-Fi access. The pandemic prompted faculty to enhance their IT skills for effective online teaching. The institution organized online training sessions, introducing tools like 'Streamyard' and 'G-Suite.' Online resources like Writing-Tab, Google Forms, QUIZZZ, and KAHOOT were promoted.

Smart classrooms with ICT facilities increased from 1 in 2017 to 9 in 2021. Recognizing digital challenges for rural students, the West Bengal Government provided financial aid for Android devices. The college upgraded its IT capabilities, installing 9 routers with 300 Mbps speed and enhancing broadband speed to 510 Mbps in August 2021. Regular maintenance, including computer formatting and antivirus software installation, is ensured, with a dedicated computer center and power backup. The computer-to-student ratio is maintained at 1:7.47, reflecting the institution's commitment to technological advancement and accessible education.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://ssmahavidyalaya.edu.in/images/aqar/2021-22/Criterion%204/phonix.pdf

4.3.2 - Number of Computers

65

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

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)**

55.522

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
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 college operates efficiently through specialized sub-committees, each dedicated to optimizing specific facets of the institution. These committees address the physical, academic, and support dimensions. The Building Subcommittee, for instance, takes charge of overseeing the construction, repair, and maintenance of campus structures. In cases involving government-funded construction projects, the Purchase Subcommittee collaborates with the Building Subcommittee under the guidance of an engineer of at least assistant engineer status.

Department Heads overseeing laboratory-based subjects manage their respective laboratories, ensuring operational efficiency. Decision-making for the Central Library falls under the purview of the Library Subcommittee. The Department of Physical Education supervises the playground, gymnasium, and related sports facilities, while maintenance of the entire campus, including gardens, is overseen by the Botany and Zoology Departments.

The Ecoclub, under the Department of Zoology, oversees rainwater harvesting, biodiversity registers, and recycling initiatives. Annual maintenance agreements with various agencies ensure key resources' functionality, including computers and generators. The college website's maintenance is entrusted to Infonetics, a software company. The Governing Body provides comprehensive oversight, guiding and supervising these processes, ensuring the institution's seamless functioning and development.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://ssmahavidyalaya.edu.in/images/aqar/2021-22/Criterion%204/SSM%20INFRASTRUCTURE%20(1).pdf

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

856

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

1902

File Description	Documents
Upload any additional information	View File
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

A. All 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

101

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

101

File Description	Documents
Any additional information	View File
Number of students benefited 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

A. All of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
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

03

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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

31

File Description	Documents
Upload supporting data for student/alumni	View File
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

00

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

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.

03

File Description	Documents
e-copies of award letters and certificates	View File
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)

In this college, students' representation and engagement in various administrative, co-curricular, and extracurricular activities are pivotal in fostering a vibrant and dynamic campus community. The college places a strong emphasis on providing students with opportunities to actively participate in decision-making processes through student representation in administrative bodies, ensuring that their voices are heard and considered in matters that affect their academic and overall college experience. Additionally, the institution promotes various co-curricular and extracurricular activities, ranging from academic clubs and cultural organizations to sports teams and community service initiatives. This multifaceted approach to student engagement enhances the overall educational experience and fosters a sense of belonging and community among the student body. By actively involving students in these diverse activities, the college cultivates leadership skills, teamwork, and a holistic development that extends beyond the confines of the classroom, preparing students for success in both their academic and future professional endeavors.

- Student Member in Governing Body
- Student Member Sport committee
- Student Member in Greavence Redasal Cell

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

22

File Description	Documents
Report of the event	View File
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

The Alumni Association stands as a formidable pillar in fostering the ongoing development and prosperity of our institution through its unwavering commitment to providing essential support services. Comprising graduates who have traversed the corridors of our esteemed institution, the Association plays a pivotal role in ensuring the continuity of excellence. One of its most notable contributions is in the financial realm, where alumni generously contribute to scholarships, endowments, and various fundraising initiatives. Beyond monetary contributions, the Association also serves as a valuable resource for mentorship, networking, and career guidance, bridging the gap between academia and the professional world. By nurturing a sense of community and pride among alumni, the Association not only reinforces the bonds formed during their academic years but also actively engages them in the institution's growth trajectory. Through this collaborative synergy, the Alumni Association emerges as a dynamic force propelling the institution towards ever greater heights.

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)

D. 1 Lakhs - 3Lakhs

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

The vision of Shyampur Siddheswari Mahavidyalaya is to transform the institution into a centre of excellence in higher education and contribute to the inclusive development of the country by generating quality human resources. The college works wholeheartedly with the mission to provide the students with high-quality education and all-round holistic development. The objective of governance and leadership implemented in the institution is typically to meet its mission, vision, and objectives. The Governing Body makes decisions regarding finance, academics, and infrastructure. The strategic plan, recruitment, and other academic and administrative proposals are also scrutinized by the Governing Body.

SSM focuses on decentralization and participative management within its administrative and academic practices by involving all members of staff and students through assigning responsibilities at various levels. Various committees and sub-committees are set up to address every aspect of education, instruction, administration, culture, sports, and general growth of both teachers and students. Numerous statutory and non-statutory committees are created by the Principal and IQAC to facilitate collegiate and intercollegiate activities. Faculty and student members are included in IQAC, Academic Council, and all other committees within the organization. The Institution ensures a system of participatory mechanism where teachers and students and major stake holders are all involved.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Since 1964, Shyampur Siddheswari Mahavidyalaya has worked to give

young people in the community access to higher education. Having a range of opinions represented during the decision-making process ensures that decisions are well-informed and consider multiple viewpoints. Number of committees and sub-committees have been established to allocate and activate all academic, administrative, co-curricular and extracurricular activities of the institution involving every teaching and non-teaching members of the Institution. Routine Committee works with each department to coordinate the creation of the schedule. The Academic Council sets policy about exams and standard evaluation procedures. HODs report on the state of academic affairs during regular meetings of the Academic Council. Activities like NSS and other student-focused groups like Cultural Committee clearly demonstrate the leadership and participation of teachers and students. To foster in students a sense of social responsibility, the college has an efficient NSS Cell that organises regular programmes, blood donation Campsetc. Involving stakeholders like the IQAC, Teachers Council, office, students' groups and many subcommittees in decision-making promotes a culture of participatory management. Feedback from all stakeholders such as parents, alumni and students is gathered to establish a dynamic atmosphere that is centred on improving administrative, teaching and research procedures.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional perspective plan aligns with the vision and mission of the institution, which are the prime factors for structuring academic policies and strategies. It is effectively used to focus on bringing quality improvements to the areas of Curricular Planning and Implementation, Enhancing Academic Flexibility and Capacity Building, Teaching-Learning Processes, Research and Collaboration, students' admission and enrolment process, scholarship process and so forth. Strategic plan is also developed on areas like infrastructural facilities, support services and student progression, effective Internal Quality Assurance Cell, overall governance. Special care has been taken for the development and maintenance of 'Green Campus Clean Campus' initiatives.

The institutional Perspective and Strategic Plan (2015-20) have been successfully implemented in a number of areas.

1. Introduction of many Certificate/Value-added, and Capacity-building Courses by the departments
2. Enhancement of infrastructure as per increasing requirements including new College Canteen, new buildings, renovated and state of the art library, new teachers' room etc.
3. Upgradation of laboratory infrastructure
4. Enhancement of library resources
5. Enhancement of the learning resources
6. Opening of new Programmes as per the contemporary trends requirement of 21st Century skill set.
7. Starting of new courses in diverse fields to enrich learners in areas of Food & Nutrition, Anthropology and Sociology.
8. To nurture artistic and aesthetic skills of learners, new course like Music has been introduced.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	View File

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 College is in the constant process of evolving effective strategies to meet the challenges of academic delivery. To accommodate the new programs and conducive educational environment, which facilitate free thinking and an efficient knowledge delivery system. The Governing Body acted as the core committee for the development of infrastructure. The College has developed a good organizational structure over the years for smooth and efficient

functioning of the College and a defined organogram with decentralization at all level of academics and administration. There is standard operating procedure (SOP) for various processes attached to academic and administration and policies on R&D, code of conduct, IPR, IT and Green initiatives. The financial issues are processed through finance Committee in consonance with the various departments and Bursar. The college has an outreach wing with counselling and training centers help the faculty and the student community to reach out to the community. Appointment and service rules. Being a Govt. aided Institute, norms specified by the HED-Govt. of West Bengal is followed for recruitment and promotion. The Institute follows the service rules laid down by the HED-Govt. of West Bengal and the affiliating University.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://ssmahavidyalaya.edu.in/images/aqar/2021-22/Criterion%206/SSM Organogram-1.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 interfaces	View File
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

Shyampur Siddheswari Mahavidyalaya has established effective welfare measures for teaching and non-teaching staff.

I. Welfare measures for Teaching Staff:

- Provident Fund
- Gratuity
- Farewell ceremony for the retired teachers.
- Felicitation to the Teachers who carried out outstanding research work.
- Best Teacher Award for Teachers.

- Easy loan facility from College Employees' Cooperative Fund.
- Quick PF loan facility.
- First Aid/ Free Health checkup facilities at the Health Unit.
- Arrangement of transport and transport allowance for official work at Calcutta University.
- Guest Room Facility for short-time stay.
- As per the leave rule of the affiliating University and Govt. norms., leaves are granted. Annual recreational short tour at a subsidized price.
- Financial support and incentives for paper presentations in seminars, conferences, and IPR generation
- Financial support and incentives for paper publication in repudiated journals, books and book chapters.
- Inclusion in the West Bengal Health Scheme.
- Faculty Development Programmes.
- Group insurance facilities.

II. Welfare measures for Non-teaching Staff:

- Provident fund
- Felicitation of retired staff.
- Arrangement of transport and transport allowance for official work at Calcutta University.
- Easy loan facility provided to the members of the Cooperative Society.

- Puja bonus is given as per the bonus rule.
- Quick PF loan facility.
- As per the leave rule leaves are granted. [Casual leave/Compensatory leave, Maternity leave, Earned leave, Medical leave etc.]
- Annual recreational short tour at a subsidized price.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

17

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

12

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

12

File Description	Documents
IQAC report summary	View File
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

UGC API 2018 guideline [No. F.1-2/2017(EC/PS) Date. 18th July 2018] is being followed for the Performance Appraisal System for teaching staff. The essential components of the appraisal system are as follows:

a) The Annual Self-Assessment for the PBAS is used to evaluate each

faculty member's performance by IQAC. b) Promotions are granted in accordance with the UGC CAS proforma based on the API score. c) The institution gives suitable weightage to the additional duties and responsibilities performed by faculty members in its overall evaluation. d) Professional contribution to academics and participation in institutional administrative organisations such as Academic Council, R&D Committee, NAAC, IQAC are used to evaluate faculty performance.

About non-teaching staffs, contribution to the institution overall as well as their job responsibilities, teamwork, and communication are considered. The following are some of them: a) Departmental competency, reliability, relationships with supervisors, subordinates, students and their parents as well as technical skills are few of them. b) Participation in workshops and training courses are taken into consideration. c) It is critical to assess the staffs commitment to acquiring up-to-date expertise and abilities.

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

Shyampur Sddheswari Mahavidyalaya has audited its books of accounts regularly. The college conducts two types of audits -

Internal Audit - Previously the Teacher of the Department of Commerce has been carried out the responsibility of Internal Audit. From last three years the college authority has been appointed professional firm for this purpose. There is no objection has been pointed out from the checking of the books of accounts by the internal auditors during last five years. Internal auditors certify the books of accounts of the college and submit a report to the college authority in this regard.

External Audit - As per the prayer of the college authority External auditor has been appointed by the Department of Higher Education, Govt. of West Bengal for the audit of the books of accounts of every financial year. In this regard, the following are the names of the

External Auditors during the last five years- External Audit has been done by the Statutory Auditor.

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)	No File Uploaded

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

The Governing Body of the College, the Principal, the Finance Committee, and the Purchase Committee work in tandem to mobilize funds and optimally use the resources of the college . The institute has own strategies for mobilization of funds and the optimal utilization of resources The college has a very solid mechanism to forecast financial requirements through the annual budgets. The institution collects funds in the following manner: Fees and charges, Government Funds, Interest of bank and deposit, Different sales, Research Fund, MP Lad fund.

Utilization : Each Department prepares their budget duly approved by the Departmental Academic Committee, followed by its necessary transmission to Finance Committee for compliation and prepatation of Institutional budget with appropriate allocation. The final budget is placed in GB for its approval. Funds allocated are utilized by departments in every speheres of quality empowerment. Government grants are utilized in the whole year. The state grant of salary is

disbursed to the respective staff account through HRMS system. Utilization of resources is primarily for: Staff Salary, Repair and Maintenance of Academic and Physical Support facilities, Development of Physical Infrastructure, Introduction of innovative teaching-learning practices, Conduct of Seminars/workshops by Departments, Sports and cultural activities, Student and staff support measures, Software, Electricity & Internet charges, Library resources, ICT infrastructure. Shyampur Siddheswari Mahavidyalaya has a very strong mechanism for conducting regular internal and external financial audits.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

IQAC being the central body within the College monitors and reviews the teaching-learning process regularly and ensures effective implementation of the Outcome Based Education (OBE) system. The IQAC of the College collects regular feedback from students on Course content, Semester plan and academic calendar, Project work, Internal test and evaluation, Library, Classrooms and other facilities, Instruments in laboratory, etc. This process is administered through online. Feedback is also collected from other stakeholders - parents, alumni and employers. The Principal and the IQAC coordinator meets each faculty member for clarification on the student's feedback. IQAC ensures regular arrangement of PTM and implementation of recommendations of received through such meeting; though proper and justifiable action plan. The IQAC analyses students' academic performance related data and recommend for necessary actions in terms of remedial classes, additional learning resources, value added courses, advanced training, arrangement of career counselling sessions and so forth. The IQAC holds regular quarterly meetings and analyses annual admission statistics as well as provide necessary recommendation about the improvement in the enrolment ratio to the admission cell. IQAC has been also actively involved in the formation of new sub-committee creation, arrangement of FDP, MDP.

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

Quality assurance initiatives taken by the institution: 1. Regular meeting of Internal Quality Assurance Cell; Feedback collected, analysed and used for improvements. 2. Collaborative quality initiatives with other institution(s)/ membership of international networks 3. Participation in NIRF 4. any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, ISO etc.

The IQAC of the college has met at regular intervals to review and plan the academic progress of the college. The Departmental Teachers were requested to provide model questions to the students and discuss the preparation of answers including and outside the university format. Some departments also organised student talks and seminars to prepare the students for all sorts of academic exercises.

Two singular initiatives initiated by the IQAC for academic development:

1. Encouraging the departments to engage in ICT enabled learning for enhanced learner engagement. Thus, PPT, YouTube videos, website informations for study materials and scientific experiments and learning modules were shared with the students for comprehensive understanding of the syllabus.
1. Preparing the students for academic writing (research papers in the form of project reports). This was a preliminary preparatory mechanism to initiate the learners to academic research and publication.

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

6.5.3 - Quality assurance initiatives of the 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)

A. All of the above

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	View File
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

The institution have definite Action Plan for year-round activities to ensure safety-security, social justice for everyone irrespective of gender and empowerment of the women through certain practices by a vibrant women cell. Gender Equity: 1. Observation of International Women's Day. 2. Anti-Under-age Marriage and human-trafficking campaigns. 3. Self-defence skill development programmes and for female students. 4. Extension activities on Gender sensitization in nearby communities. 5. Mixed classroom and equal participation of all students, teachers and staffs irrespective of gender in all sorts of events. 6. Maintenance of Ladies' common room dedicated for female students equipped with free Sanitary Napkin Vending machine.

7. Hostel facilities for both male and female students. 8. Common Sports & Gym facilities for male and female students within campus. Mixed sports events to ignite sense of equality among athletes. 9. Day Care Center for working parents.

Safety and Security: 1. CCTV-camera across the campus. 2. 24 hours student security help-line. 3. Students are allowed inside the campus only with Identity Cards issued by the college. 4. Existence of active Anti-Ragging Committee, Students Grievance Redressal Cell, Students Health and Hygiene Subcommittee etc. 5. Regular Psychological counselling for students to maintain mental health. 6. Special classes on 'Reproductive Health and Sex-Education' for all students. 7. Special training on SCOUT

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1npOZZgPl9_xYsjox_g6dxJj01rD7JVa9/view?usp=drive_link
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	https://drive.google.com/file/d/1oDwJ6xS9sOD5Rj1HMgNX4ikNq6J8aC8p/view?usp=drive_link

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

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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 institution has facilitated the management of solid waste with proper management plan with a view in keeping the environment clean which is one of the prerequisites for a healthy life. Proper waste

removal helps to improve the quality of air around us. Solid waste management is of extreme importance since it prevents the environment from experiencing the hazardous outcome of solid waste material. The institution have separate management plans for the different type of wastes, viz. solid, liquid or E-waste. In respect of solid-waste management of our college the segregation of biodegradable and non-biodegradable solid waste is made from their origin. Non-biodegradable waste is reused through the recycling process. As for example, non-biodegradable plastic is handed over to the vendors and they recycle it and then it is prepared for reuse. With the help of biodegradable waste bio-fertiliser or bio-compost is made by using a compost-making unit. In our college kitchen and garden wastes are collected and biofertiliser is prepared. This biofertiliser is then used in the herbal garden of our college. The students collect water hyacinth and biofertiliser is prepared, that also facilitates the local community. For the sake of enhancing their skill the rural people are trained.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://drive.google.com/file/d/1dCx58WKby02JFoDqDi27_EXFWYAmD5C7/view?usp=sharing
Any other relevant information	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 Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

<ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. Landscaping with trees and plants 	
File Description	Documents
Geo tagged photos / videos of the facilities	View File
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	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File
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	A. Any 4 or all 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	View File
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).

Institution has taken multiple initiatives to sensitize students and staffs towards constitutional obligations to maintain an inclusive environment for students irrespective of gender, religion, culture, language and financial background.

Cultural and Regional:

- Celebration of 'Basanta Utsav', 'Rabindra Jayanti', Prak-Sharodia and annual cultural fest, 'National Youth Day', Saraswati Puja, Raksha Bandhan for everyone irrespective of religion.

Linguistic:

- The curricular provision for students to choose languages such as Sanskrit, Bengali, English etc.
- Observation of International Mother Language Day on 21st February.

Communal & Socio-economic:

- Class on 'Value Based Education' to discuss topics related to human rights, peace, tolerance, harmony, promotion of social values, awareness of environmental protection etc. for students to appreciate the diversity and get sensitized to tolerance and pluralism.
- Sensitization of students towards their Rights, Duties & Obligations and Unity, Values & Responsibilities:
- Observation of Republic Day, National Unity Day, Independence

Day, Netaji Jayanti (Parakram Divas), Constitution Day.

- Voter Awareness drive, participation of students in the National Youth Parliament, Social activities: HIV(AIDS) awareness camps, Thalassemia detection centre, Tobacco prevention camps, Swachh Bharat initiative through different clubs and NSS units.
- Webinar/Seminar on Human Values & Professional Ethics.
- Awareness programmes for successful operation of Institutional Codes of Conduct by Monitoring Committee.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

Sensitization of Students towards Unity, Values & Responsibilities:

The institution has an extensive plan of action for sensitization of students towards their rights, duties and responsibilities towards the constitution. The Department of Political Science organizes various activities for intra- and inter-department students to make them aware about their responsibilities as citizens. The activities include -

1. Webinar/Seminar on Universal Human Values & Professional Ethics for Teaching Personalities.
2. Observation of National Unity Day
3. Value-Added Course on Value Education.
4. Awareness programmes and campaigns for students on ill-effects of ragging and sexual harassment through Student Grievance Redressal Cell & Anti-Ragging Cell, Shyampur Siddheswari Mahavidyalaya.
5. Awareness programmes for students, teachers and non-teaching staff on rights, duties and responsibilities about the operating codes of conduct at Shyampur Siddheswari Mahavidyalaya through the Code of Conduct Monitoring Committee.
6. Observance of No-Tobacco Day, World Environment Day & World AIDS Day.

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

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

A. All of the above

File Description	Documents
Code of ethics policy document	View File
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	View File
Any other relevant information	No File Uploaded

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

The institution encourages observation of National and International Commemorative days, events and festivals of diverse interest through different departments and student life centres (Clubs) for development and growth of the students and the local community. These observations are destined to sensitize students about the rich history of India in Literature, Science and Culture, also to ignite a sense of responsibility towards national unity, morality, value, pluralism, equality and environmental awareness. Some of the Commemorative days include -

Commemorative Days:

- National Youth Day: Birth anniversary of Swami Vivekananda
- Parakram Divas: Birth Anniversary of Netaji Subhas Chandra Bose
- Republic Day
- International Mother language Day
- International Women's Day
- Rabindra Jayanti
- World Environment Day
- International Yoga Day
- World Water Day
- National Earth Day
- Independence Day,
- Birth Anniversary of Iswar Chandra Vidyasagar, World Science Day,
- Darwin Day etc.

Events and Festivals: Vasanta Utsav, Prak-Sharodiya etc.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
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 Practicel TITLE: Green Initiatives towards Protection of Nature and Natural Resources OBJECTIVES:

- Sensitization, Protection and conservation of Environment and bio-resources
- Empowering Research and Conservation of Rural Wildlife

CONTEXT: Due its rural background and location at the confluence of three rivers & surrounding area have numerous biodiversity that are threatened due to anthropogenic pressure.

PRACTICE:

- Regular environment awareness camps and participation in

research projects.

- Green practices within and beyond campus.
- Regular Seminar, Training Workshops for students.
- Biodiversity documentation and maintenance of Register.
- Maintenance of natural waterbody-gardens

EVIDENCE OF SUCCESS:

- Recognition by Forest Department-NGOs.
- Research publications
- Research+Job opportunities .
- Biodiverse green-clean campus.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED:

- Lack of awareness among local people

Best Practice2

TITLE: Mentoring and Guidance for students

OBJECTIVES: To enrich students about the details of courses and OBE practice

CONTEXT: To make students aware about their correct academic path

PRACTICE:

- At the start of the semester students are allotted special session for clarification of subject combinations, choice of electives, selection of project work
- Regular mentoring to counsel students on issues related to academia as well as on personal ground
- Showing career opportunities

EVIDENCE OF SUCCESS:

- Students received Gold Medals in Univ-Exam
- Reduction in Early age marriage and increased participation in higher education.
- Increasing enrolment in value-added courses/certificate courses.
- Easy identification and action taking about the learning levels of students.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED:

Interesets of the students are not similar across streams

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

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

"BINDU" - An initiative for the Community Upliftment through Education and Extracurricular Activities

BINDU (the droplet)) is a small initiation through which we have been involved in community services, ecological, social, environmental, and technical societal development. As a part of this, our institution adopted a neighbouring village - "Nouripara" in the backdrop of tough situation of Covid pandemic.

Objectives: Strengthening relationship, exchange of resources between college and neighbors; spreading the vision and mission of college among neighbors, empowerment of the whole community, development the village socially and culturally by utilizing our own resources.

Initiatives Taken:

- Observation of Bindu-day - 11th April
- Camp Organized: "DISHA" for passing out students of Secondary Board Examination - 14/06/2022
- Camp Organized: "PARAMARSHA" for passing out students of Higher Secondary Board Examination - 14/06/2022
- Provide certificate course on "Computer Skill Development" for all villagers.
- Give opportunity to take participation in "Placement & Support programme"
- Organized health camp - Biannual.
- Organize social survey
- Run a "Free School on Art & Crafts" - Weekly class since 01/04/2022
- Concession upto 100% on college fees for Bindu villager's children
- Free library access and internet access for Bindu villager.

These initiatives has empowered institution's objective for

upliftment of local community in true sense.

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

7.3.2 - Plan of action for the next academic year

1. Empowering the Environment Management System with more sustainable practices.
2. Digital Empowerment of teachers and students for ICT enabled teaching-learning.
3. Enhancement in e-resources. Encouragement for students to participate in MOOCs and SWAYAM courses.
4. Improvement in R&D ambiance: Increase in number of quality publications.
5. Creation of Canteen-Food Court
6. Regular health and hygiene practices for students and mental health awareness among gurdians, students and teachers.
7. Promoting entrepreneurs through trade fares within campus.