



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	SHYAMPUR SIDDHESWARI MAHAVIDYALAYA
• Name of the Head of the institution	Dr. Santu Kumar Bose
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03214261221
• Mobile No:	8436403721
• Registered e-mail	ssmahavidyalaya@gmail.com
• Alternate e-mail	ssmnaac@gmail.com
• Address	Address P.O. - Ajodhya, P.S. - Shyampur
• City/Town	Howrah
• State/UT	West Bengal
• Pin Code	711312
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	University of Calcutta				
• Name of the IQAC Coordinator	Rajarshi Mukherjee				
• Phone No.	9433083018				
• Alternate phone No.	03214261221				
• Mobile	9433083018				
• IQAC e-mail address	ssmnaac@gmail.com				
• Alternate e-mail address	ssmahavidyalaya@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://ssmahavidyalaya.edu.in/aqar/				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://ssmahavidyalaya.edu.in/wp-content/uploads/2022/03/Academic-Calendar-2020-21-NAAC.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.27	2011	08/01/2011	07/01/2016
6.Date of Establishment of IQAC			19/08/2011		
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	
NA	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			9		

<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	No	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
1. Developing the architecture of online teaching learning delivery mechanism.		
2. Conducting examination and assessment using online platform.		
3. Conducting webinars and online workshops.		
4. Inspiring the faculty members to join online professional course.		
5. Online Covid 19 awareness program.		
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
Empowering the students to access digital learning and to be aware about online exams.	Introduced to the online education system for all the departments.
Formulating the new strategies for students to access the library, and online learning resources.	Students have been encouraged to use Library online from all departments.
Preparation for Continuous Internal Evaluation (CIE) of students through respective departments.	As per the instructions of the Calcutta University, students had been made aware about the mechanism of taking online examinations and kind of responsibilities for respective departments of this college.
Awareness program on Covid-19 among the all stakeholders of the institute.	The need of using masks, process of sanitization, etc., made known to all, irrespective of students, professors, parents and guardians.
Awareness program on Covid-19 in the local area.	In Nauri Para Village, campaigning has been done and mask, sanitizer, etc. distributed among villagers.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body	29/03/2022
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-2021	25/02/2022
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	3617
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	1271
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	854
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	34
File Description	Documents
Data Template	View File
3.2	0

Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	26
4.2 Total expenditure excluding salary during the year (INR in lakhs)	31.34635
4.3 Total number of computers on campus for academic purposes	59
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>The delivery of curriculum to the students resorted to the digital medium following the CBCS pattern. The Academic Sub Committee and the Routine Sub Committee meet at regular intervals to discuss various issues relating to the teaching-learning process. Due to the extension of lockdown and restrictions of the Government in place, the college authorities had no other alternative but to continue with the online teaching-learning process in view of the renewed corona threat. While the third and fifth-semester students were conversant with the aforesaid mode, the teaching staff faced a head-on challenge in equipping the first semester students to tackle the course since they have been denied the privilege of appearing in their standard 12 final board exam that was partially suspended all across India in 2020; and was largely out of touch in their regular academic work.</p> <p>But Staff and students were kept abreast of the changes in the curriculum and academic calendar through instant notices sent via WhatsApp and Telegram groups for students of different courses. E-learning content was uploaded on the college library website, Google classroom. Google meet had been utilized to take classes in that</p>	

situation.

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. Apart from academic activities, the Academic Calendar also contains expected dates of co-curricular and extra-curricular activities, list of holidays, etc. The calendar is structured to make allowances for changes necessitated by unforeseen circumstances. The Academic Council prepares the Academic Calendar and the Routine Sub-committee prepares routine after taking opinions from all departments and according to CBCS syllabus. The Academic Council conducts various Orientation Programme for students on curriculum, examination system, library and other support services. Since the introduction of the CBCS, each department has had to adopt a rigorous method of Continuous Internal Evaluation (CIE) for students. 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, term papers, project works, practical examinations (where needed) etc. Most departments use a combination of these methods. Due to the COVID 19 pandemic, CIE was done in online mode, using different digital platforms and simultaneously off-line submission of answer scripts option was opened to support digitally poorer students. The departments monitor the internal examination and the examination Sub-committee monitors the semester-end examinations conducted by CU.

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

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

C. Any 2 of the above

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

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)

0

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

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

0

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

NIL

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

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.

The college also tries to develop the students holistically beyond their curriculum through countless activities, like celebrating days of National, International, and even local importance, which have been done by various departments separately or by the institution centrally where students are actively involved by which they are able to understand the importance of values. Moreover, value-based education classes have been allotted to students in their routine on

a regular basis. Besides, Special lectures on gender sensitization have been conducted by IQAC, Student Union, and Vishaka Committee. Community outreach and other social welfare programs have been conducted by our NSS cell, which also develops the students' moral values with participation in those activities.

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

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

7

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	No File Uploaded
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

106

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

B. Any 3 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)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://ssmahavidyalaya.edu.in/wp-content/uploads/2022/03/All-feedbackreport-2020-21.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of 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

420

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

Our students are assessed as slow or advanced learners based on their performance on home assignments, class quizzes/tests, and internal evaluation. Though tutorial lessons are scheduled on a regular basis for all levels of students who are having difficulty with the curriculum, remedial classes are offered outside of normal classes to help slow learners.

Mentoring sessions are also held on a regular basis to provide all students with a variety of support. The mentors also identify other skills and encourage them to hone these, resulting in increased self-confidence and improved academic performance. Mentors go above and beyond to understand students' socio-economic background, psychology, attitude, and other factors so that a perfect SWOT of each student can be drawn. When needed, all necessary emotional and professional counseling is also provided. The mentors also connect the struggling students with subject teachers with whom they are familiar. Parents of students are informed in case of poor academic performance and psycho-social problems whenever necessary.

Advanced learners are given opportunities to present papers in seminars, to take juniors' classes in college, and free classes in neighbouring villages to develop their communication, leadership &

team-building skills. Sometimes, they also help slow learners through peer learning.

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

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

Number of Students	Number of Teachers
3617	34

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Student-centric approaches have been adopted under the methodology of teaching. Teachers make classes as interactive as possible and encourage innovative thoughts and novel interpretations. Though due to the Covid-19 pandemic, like in other years, Industrial Visits, FieldWorks, and Projects were not possible but all departments involved in the Audio-visual teaching-learning process and took classes through Google Classroom, to provide participative learning. Written Assignments, MCQs on problem-solving issues were allotted to the students during this pandemic period so as to enhance confidence and develop writing skills. Online classroom debates had been conducted to help the students to develop oratory prowess.

Ability Enhancement, Generic, and Skill Enhancement courses have been offered to provide and prepare students for their lives and livelihoods. Co-Curricular activities like song, dance etc. have been performed using various online platforms by the students to evolve the aesthetics of the students. Membership for NSS Cell for social activities and Eco-club for environmental development activities have been offered for the students to participate, integrate and learn.

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

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

In addition to traditional classroom teaching, the college employs an ICT-enabled teaching-learning process. Though the Department of Computer Science naturally takes the lead in the comprehensive adoption of ICT-enabled tools for teaching, our other faculties employ online education to give students an enriched learning experience. Teachers create modules on essential topics and make them available online to pupils. College website, YouTube, Emails, WhatsApp groups, Zoom, Telegram, and Google classrooms are used as platforms to communicate, provide material and syllabus, make announcements, conduct tests, upload assignments, make presentations, address queries, mentor, and share information so that students' learning can be reinforced and made more effective. The college has LCD projectors that are used to show movies, documentaries, and PowerPoint presentations. All students, on-campus (including hostel) have free access to the internet. The library also gives access to computers and online journals that are freely available in the public domain, as well as publications subscribed on teacher recommendation, and enables downloading. A photocopying service is also available. Every teacher must post internal assessment results and semester-end test results to the university site. Students are also asked to offer comments online.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://ssmahavidyalaya.edu.in/ict-facilities/

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

73

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

2.4 - Teacher Profile and Quality

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

34

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

15

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

312

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 college has a transparent and robust internal evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in advance after receiving the guideline from our University. The Principal holds meetings with the academic council and directs them to ensure effective implementation of the evaluation process. The Examination sub-committee supervises all activities. HODs direct all concerned teachers to set questions and at the same time, they conduct examinations with the help of other teachers. The marks of the internal examination are uploaded to the university portal, as those are confidential data.

Besides internal assessment, a continuous evaluation is made through group discussion, class tests/quizzes, home assignments, fieldwork, blackboard presentations. These marks are not included in students' academic marks in the semester-end university examination but display on the departmental Notice board and communicated to the students. Personal guidance is given to the poor-performing students after their assessment. Good Students are asked to deliver the seminars on the concerned subject on their topics of interest with PowerPoint presentations.

Though due to the Covid-19 pandemic, these have been done partially according to university guidelines.

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

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

There are two forms of Internal Assessment, one is a part of continuous internal assessments conducted by different departments. The second one is the part of the university semester exams. Grievances arising out of continuous internal assessments are dealt with by different departments individually. In case of grievances pertaining to university semester exams, the Principal meets the students along with the concerned departmental faculties and academic subcommittee. 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.

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.

The course outcomes (COs) and their mapping with program outcomes (Pos) and program-specific outcomes (PSOs) which are prepared by the concerned department are approved after elaborate discussion in the meeting with the academic council and IQAC. POs, PSOs, and COs are communicated to all the stakeholders of the program which are also available on the Institute website. Hard Copy of syllabi and Learning Outcomes are available in the college/departments for ready reference to the teachers and students. Besides, in the induction ceremony and orientation programmes at the beginning of the session and during tutorial classes, the learning outcomes of the programs and courses are highlighted so that students are aware. POs and PSOs are communicated to employers and Alumni by sending mail and are also highlighted during the Alumni Meeting. During the departmental meeting and faculty meeting, these are reviewed among the students and staff members. The vision and mission of the Institute and department are informed to the parents during Parents-Teachers Meeting. During the commencement of each unit and after the completion of the unit, the course outcomes are reviewed.

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

The course outcomes are measured through the syllabus, completion of syllabus, continuous internal evaluation, setting up of question paper, internal assessment, evaluation, and result. The Head of the Department and the teachers are trying to complete the courses in time and in some cases, remedial classes are conducted for the relatively poorer students. The 75 percent of compulsory attendance to qualify for writing the examination of the courses is adhered to, to ensure students' participation in the class. Attendance is also tied with marks. Though continuous evaluation is done, the semester-end examination of every course is based on a written examination to test the knowledge of the student from every unit prescribed for study. The programme specific outcomes are measured by taking the aggregate result of all courses in a given programme of an individual student, and then the average performance of all the students in a given programme. The attainment of programme outcomes is measured through students' progress to higher studies or students' placement. The feedback system of different stakeholders, especially the student feedback system, helps it to measure and reckon the attainment of the programme outcomes. The college has also utilized a student satisfaction survey developed by NAAC.

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

753

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)

<http://ssmahavidyalaya.edu.in/wp-content/uploads/2022/03/SSS-Analysis-2020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

1

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

3.1.2 - Number of 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	Nil

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

34

File Description	Documents
Report of the event	View File
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

9

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

3.2.2 - 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

37

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

Various stakeholders of the college participate in extension activities in the neighbourhood communities sensitising students to social issues. The NSS unit of the college conducted two awareness programmes. The first one was about spreading Covid Awareness and distribution of masks. The second one was spreading awareness about waterborne diseases due to hurricane YAAS in May 2021. The teachers and students of the college distributed relief and study materials in flood affected villages of Shyampur. The ECO Club of the college conducted Snake-bite awareness and snake conservation programme for maintenance of biodiversity and ecological balance. With the same objectives the ECO Club also conducted a programme for the preservation of Fishing Cats. The college has also adopted a village by the name of Nauripara. The students are included in various welfare activities as well as conducting sample surveys for preparation of the Action Plan. However the corona induced lockdown has been a major impediment for us to carry on with our projected activities.

File Description	Documents
Paste link for additional information	https://sites.google.com/view/ecoclub/home
Upload any additional information	No File Uploaded

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**

2

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

3.3.3 - 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

5

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

52

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

3.4 - 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

0

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

0

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

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.

Our college tries to give the quality of teaching-learning and research and ensures it through adequate availability and optimal utilization of physical infrastructure. The College encompasses a well-maintained lush green campus spread over 6.49 acres of land (4335 sq. meters covered by buildings). One flower garden, one medicinal garden, and two ponds (used for harvesting rainwater) have enhanced the aesthetic value of the teaching-learning atmosphere.

Though the West Bengal Government has not issued any statutes, the college has twenty-five spacious classrooms (50% ICT enabled), eleven ICT enabled laboratories, one computerized administrative office, and one ICT enabled principal's chamber. The full campus has 24X7 Wi-Fi connectivity with fifty-nine computers and three LCD projectors. The College has one seminar hall regularly used for conducting seminars. The students are encouraged to active involvement in paper presentations, group discussions, etc. in these halls. Our central library is fully computerized by automating the issue of books with bar code readers and runs on Koha licensed software. The library has 23415 books, 5 newspapers, sufficient numbers of periodicals, maps with ample study space, and is a member of NLIST, NDL, NPTEL. Students can access various e-resources, OPAC, previous year questions papers, and WBCLOLR.

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

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

The Institution has adequate facilities for cultural activities, sports, games, and a gymnasium. The college encourages sports activities. A number of players have participated in a district, university, state, and even national-level sports competitions. The college provides indoor games like Carrom board, Table-tennis, Chess, etc., and outdoor games like Kabaddi, Kho-Kho, Handball, Football, Cricket, Javelin, Discuss throw, Badminton etc. Under the Sports & Games Committee, there are the following facilities. The sports teacher and committee members are handling these beautifully and carefully.

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

The cultural sub-committee organizes many cultural programs like Freshers' Welcome, Independence Day celebration, Basanta Utsav, Annual Cultural Programme and so many which are assisted by other departments. Various music-equipments like harmonium, Tabla, Tanpura, etc. are under the Music department. Cultural Committee and Sports & Games Committee play an excellent role in the overall

development of the student community.

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

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

12

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

12

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)

31.34635

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

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

Library is automated using Koha Library Management Software. Koha is an integrated open-source library management software used worldwide. Koha facilitates the users with the Online Public Access Catalog which can be viewed 24x7 anytime anywhere. The library is partially automated. Library is currently using koha latest stable version: v21.05.09. Koha automation software was installed in the year 2019.

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

D. Any 1 of the above

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

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

0.016

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

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

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

71

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

IT facilities are updated on regular basis. But due to the pandemic, the college was not able to update its IT facilities as in earlier years. There are different digital technological facilities available in the college and open access to Wi-Fi connectivity is available to all students and staff members. All the departments of the college are provided with computers and other related accessories. The pandemic has stopped all on-campus ICT-enabled activities. But when the institute got permission to continue academic activities through online mode, all teachers upgraded their individual IT infrastructure spontaneously as they were liable to guide and support their students. They all upgraded their android phone and computers as they thought fit for their academic purposes. Since maximum students are digitally and economically weak, few students were able to purchase and upgrade their devices. Few students were able to purchase android devices with the financial help of the West Bengal Government. The college also upgraded its IT facilities by installing 9 pieces of routers of 300 Mbps and enhancing the broadband speed from 40 Mbps to 125 Mbps from 1st June 2021. The college upgrades some basic facilities like formatting of computers, installing Anti-viruses regularly.

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

4.3.2 - Number of Computers

109

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)

29.01303

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

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

The college has different sub-committees for maintaining and utilizing the physical, academic, and support facilities of the college. The Building Subcommittee is in charge of the construction, repair, and maintenance of all buildings. For the construction of new buildings with government funds, the Purchase Sub-committee assists the Building Sub-committee under the guidance of an engineer, not below the rank of assistant engineer deployed by the government. The Heads of the Department of lab-based subjects are in charge of their laboratories. All decisions related to the Central Library are taken by the Library Sub-committee. The Department of Physical Education looks after the playground, gymnasium, mini indoor sports complex, and sporting equipment. Maintenance of the college campus, including the trees and the gardens (both flower and medicinal) under the supervision of the departments of Botany and Zoology. Two ponds (where rainwater is harvested), a college biodiversity register, and recycling activities relating to solid waste are maintained by Eco-club under the supervision of the Department of Zoology. For computers, generators, photocopying machines, water purifiers, etc. the college has annual maintenance schemes with different agencies. The college website is similarly maintained by infonetics, a software company. The Governing Body provides overall supervision of the entire process.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

613

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

**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**

D. 1 of the above

File Description	Documents
Link to institutional website	https://ssmahavidyalaya.edu.in/ict-facilities/
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

27

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

27

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

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

A. All of the above

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

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

7

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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**

175

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

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**

5

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.**

6

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)

As per the statutory provision, all the students of the college are represented by an elected students' union. The college also provides a platform for the enthusiastic participation of students in various academic, Administrative, and co-curricular activities. The students union actively participates in the organizations of the various academic and extracurricular activities across the year like a celebration of 23rd January, Independence Day, World Environment Day, International Mother Language Day, the "Sankalpa Divas" -an oath-taking ceremony by the Freshers. They organize and participate wholeheartedly in the annual sports meet and other sports tournaments like football and pre-puja and the annual cultural programme. The prizes of the winners of the cultural competitions, as well as recipients of various academic awards, are distributed at the annual cultural program and freshers' welcome ceremony. There are some committees in the college that have student representatives like the Governing body, the cultural sub-committee, the sports sub-committee, the excursion and the educational sub-committee and canteen sub-committee, the grievance redressal committee, and the anti-ragging committee. Whenever the Governing Body or academic council needs to finalize and execute the strategic decision, the students union provides important student Centric inputs The active and Quality participation of the students in all these spheres of activities are praiseworthy.

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

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

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

0

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

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 college has formed an Alumni association which organizes its annual meet on a regular basis and contributes significantly to the development of the institution through its extensive support and services. The college is in the process of registering the Alumni

Association very soon. Throughout the year this Alumni Association is engaged in various types of positive and progressive activities. This association organizes sports and related activities in the month of January-February. In this programme a number of students participate in and get the inspiration for further development. Cultural programmes like Nabin Baran, Rabindra Jayanti, Teachers' Day are also celebrated by this association. It also extends a helping hand for the sake of upliftment of the poor meritorious students and keeps keen observation on the smooth running of their

all-round development. It is a privilege to say that this institution has produced renowned teachers, professors, doctors, sportspersons, police personnel, and other professionals.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:

- Enlightening rural students
- Empowering the community

Mission:

- Building employability resources for students
- Encouraging the communicative abilities of students
- Supporting students for vertical and horizontal progression
- Empowering women for community development
- Qualitative improvement of teaching-learning, evaluation
- Retraining the teachers for empowering the students
- To strive for the perfect harmony of Head, Hand & Heart

Administrative Measures:

- The college provides fee waivers for the students.
- The college formed various Subcommittees to ensure that academic courses run smoothly.
- The college introduced an online student feedback system.
- Thalassemia camp and health checkup camp conducted by the NSS group of the college to benefit the community.
- The college conducted an awareness camp "Safe Drive Save Life" for students and local people.

Academic Measures:

- By providing all departments with ICT tools, the institution has improved its teaching and learning process.
- Several webinars, ICT training programs were conducted to benefit faculty members and students.

Student Related Measures:

- The College as well as various departments conducted Induction Program for newly admitted students.
- Students are encouraged to participate in extracurricular activities like the preparation of departmental wall magazines, college magazines, cultural programs, various sports etc.

File Description	Documents
Paste link for additional information	https://ssmahavidyalaya.edu.in/vision-mision/
Upload any additional information	No File Uploaded

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

The college is working toward implementing a decentralized governance structure. To promote a decentralized style of governance, the college has a method of distributing authority and granting autonomy to various officials. To enable decentralized and participatory management, many Sub-Committees are constituted. The Governing Body has delegated all academic and operational responsibilities to the Academic Council. The academic council and other working committees provide a common working environment and are tasked with implementing various activities/plans in collaboration with teachers and non-teaching employees. The departments are given total autonomy in order to improve the efficacy of the CBCS. Each department is allowed to establish its own class schedule. Faculty members offer content using an autonomously organized delivery method that is most suited to meet the requirements of students while also addressing the syllabus's goal. Departments have complete autonomy in terms of assigning tasks and conducting internal assessments. Departments plan student-centered activities such as educational tours and excursions. The institute fosters a participatory management culture by integrating employees and students into a variety of activities. Admission, grievance, counseling, library service, sports, and cultural events, and other policies, guidelines, and rules and regulations are developed with input from all stakeholders.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Digitalization of the Academic and Administrative System

- From 'paper' to 'paperless' campus, the e-governance strategy aspires to use digital technology.
- Since 2017, the institution has conducted admissions in an online mode to improve transparency.
- The Department of Higher Education, Government of West Bengal established e-pension. For the employees, the entire procedure becomes transparent, simple, and hassle-free.
- Some departments are utilizing ICT-enabled teaching tools such as ppt (on LCD projectors) to help students build cognitive abilities.
- The Central Library subscribes to the NLIST e-database and the NDLI databases and employs barcode technology. It also has an online OPAC (Open Access Catalog) that allows you to search for books in the central library. Students can use a browsing center to do online searches. The college subscribes to a number of reputable national and international periodicals on a regular basis.
- The institution launched an online student feedback system to guarantee confidentiality. The method is more user-friendly for students, and feedback generation takes less time.
- Even though the institution remained closed due to the pandemic Covid-19, the online teaching system remained in full swing.
- The college campus is fully Wi-Fi enabled. The facility is beneficial to all faculty members as well as to students.

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

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies,

administrative setup, appointment and service rules, procedures, etc.

The organizational structure of Shyampur Siddheswari Mahavidyalaya is properly established. As the college is affiliated to Calcutta University, the setup is in accordance with the guidelines laid by Calcutta University.

- College follows directives, regulations, and circulars issued by the Department of Higher Education, Government of West Bengal, and Calcutta University.
- Substantive posts of teaching staff are filled on the recommendation of the West Bengal College Service Commission.
- The constitution, tenure, acts, powers, and functions of the Governing Body are stated in Chapter VII of the First Statutes, 1979 Calcutta University.
- The formation of many sub-committees, such as the Finance and Purchase Sub-Committee, assists the Principal in carrying out the decision properly.
- Many academic committees like the Academic Council, Routine, Admission, and Examination Committee assist the Principal in successfully regulating the academic system.
- The Sexual Harassment Redressal Cell and the Grievance Redressal Cell are always on the lookout for ways to keep the college-campus complaint-free.
- Individual departmental meetings decide on the preparation of departmental timetables, allocation of syllabi, and other tasks.
- Departments conduct Parents-Teacher meetings on a regular basis, serving as a link between parents and teachers.
- Various online initiatives, such as online student feedback, online Sexual Harassment Redressal, and online Grievance Redressal, have been implemented throughout the pandemic period, allowing students to keep in touch with their issues even during the epidemic.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	http://ssmahavidyalaya.edu.in/wp-content/uploads/2022/03/ORGANIZATION-STRUCTURE.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

D. Any 1 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

The institution has implemented a number of welfare initiatives for both teaching and non-teaching staff.

- All leaves, such as child care leaves, study leaves, maternity leaves, and quarantine leaves, are granted to employees by the college's governing body as per the rules of the Department of Higher Education, Government of West Bengal.
- The college allows teaching employees to take on-duty leave for professional development activities such as attending Faculty Development courses, refresher courses, and so on.
- The college has the provision of paying an advance salary to the staff until their pay fixation is received.

- Departments get financial aid from the college to conduct seminars, conferences, and departmental programs.
- There is also a cooperative society in college. Employees can join a cooperative society and can take loans at a reduced interest rate.
- The availability of Group health insurance facilities also caters to the needs of teaching and non-teaching staff.
- All stakeholders within the college premises can avail food at a subsidized rate regulated by the Canteen Committee.
- Teaching and non-teaching staff can also take Provident Fund (PF) Loans. The smooth availability of PF Loans is a great source of financial strength.
- The teaching staff of the college is also availing the benefit of the West Bengal Health Scheme for College Teachers whereas non-teaching staff is availing the benefit of the State government's health scheme "Swasthya-Sathi Scheme".

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

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

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

4

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****34**

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	View File
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****18**

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

- Since 2019, the college has used biometric attendance. The biometric record is preserved along with a hard copy of the staff's regular attendance registration.
- For all instructors who become eligible for various stages of promotion, there is a Career Advancement Scheme. The Principal/Teacher-in-Charge verifies the PBAS forms, which are also checked by the IQAC. These are utilized in the creation of yearly reports in the form of AISHE and NAAC, as well as for marketing.
- Regular Departmental meetings with teachers are held by the principal, and the Service Book and Leave Committees meet on a regular basis.
- The principal meets with the IQAC Coordinator and TCS on a regular basis to discuss policy implementation.
- On all aspects concerning the college's progress, the Principal consults with the Head Clerk.
- The Principal evaluates the non-teaching staff's overall performance. Regular meetings are conducted to discuss any issues that may have arisen as a result of their work.
- There is also a suggestion box and an online feedback system for students to express their views and recommendations about interactions with teaching and non-teaching personnel, which is essential for the college's progress.

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

External financial audits are conducted on a regular basis by the institution. Financial issues are a common occurrence at our college.

- The Bursar and the Principal are in charge of stock checks at the college. They go through the stock entries on a frequent basis to make sure they're correct.
- The Directorate of Public Instructor, Government of West Bengal, appoints the External Auditor in accordance with government laws and rules.
- The firm has been doing External audits on a regular basis. The last external audit has been done by DPSV & Associates LLP for the financial year 2018-2019. (L.No.CA/14/2019).

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)

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 is the highest policy-making body through which adequate budgetary provisions are made for academic and administrative activities.

- According to the Calcutta University Statute, members of the Governing Body and the Finance Sub Committee assist in decision-making, and all financial transactions are conducted in a completely open manner.
- As a constituent institution of the University of Calcutta, the college receives funding from the state government to help it run smoothly. The money obtained is put to use in a variety of ways, including infrastructure, physical assets, and academic purposes. The infrastructure category includes building construction costs, building renovations, and long-term assets. The funds are also used to fulfill the academic requirements of different departments.
- The college has received special funds from the West Bengal State Government for building a smart classroom in the college.
- The college received a RUSA grant. The grant is utilized for the construction of a new staff room, modification of the library, making an e-library, and the purchase of computers.
- MP LAD fund has been received by the college in previous years. The fund was used to build the college campus's main gate.
- The college has made an application to receive a grant to construct a new science building from the West Bengal State Government but the process has been slow due to the pandemic situation.

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

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell has made a substantial contribution for institutionalizing quality assurance strategies and processes. In recent years, the following quality-improvement initiatives have been implemented:

Parent-Teacher Meeting:

Many departments hold parent-teacher meetings on a regular basis. These meetings serve as a link for communication between parents and instructors. It also allows parents to express their worries, complaints, ideas, or any other issue concerning their child.

Extension and Seminar Lectures:

Under the aegis of IQAC, a variety of activities such as webinars and talks on important topics were held. Seminar Lectures include open to everyone interactive sessions on a variety of current popular subjects from several fields. Extension Lectures on topics within the curriculum were given by distinguished professors from many disciplines from the University and other Research Centers. IQAC organized a variety of virtual events, including webinars, online ICT training programs, and career counseling programs, to keep the academic process going throughout the lockdown.

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

Student Feedback System:

- IQAC established a student feedback system in order to improve the teaching-learning process. In order for students to express their honest and sincere views, confidentiality is respected when collecting student feedback.

- Concerned faculty members are informed about the feedback so they can take steps to make their teaching more effective.
- Throughout the pandemic, online student feedback was developed, allowing students to remain in contact with their difficulties even while the epidemic was ongoing.

ICT Based Teaching-Learning:

- To make classes more attractive and realistic, several departments are employing ICT-based teaching tools such as ppt presentations and animation tools on LCD projectors.
- Science departments frequently broadcast science non-fiction films to students in order for them to like the topic. Humanities departments used to present movies to their students, such as subject-specific films, films about human values, and so on. Various class tests and assignments are carried out by some departments using ICT tools like Google forms, Google Classrooms, Padlet etc.
- The Central Library subscribes to the NLIST e-database and the NDLI databases and employs barcode technology. It also has an online OPAC (Open Access Catalog) that allows students to search for books in the central library. Students can use a browsing center to do online searches. The college subscribes to a number of reputable national and international periodicals on a regular basis.

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

D. Any 1 of the above

any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

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

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 college has initiated several actions in gender equity & sensitization in curricula since its inception. The college encourages gender sensitization through co-curricular activities like workshops, seminars, special lectures, counseling etc. Institute has hostel facilities for both male and female students. The institution provides "Yoga" and 'Self-defence training' for the girl students also. The college constituted the following committees as per norms laid by University/UGC like Grievance Redressal Committee, Anti-Ragging, Sexual harassment prevention cell, Student Health and Hygiene cell, Vishaka, RTI Cell, Career Counselling and Placement Cell and Mentoring Programme cares for the well-being of students and staff in the institution. The institution provides safety and security facilities for the staff and students such as CCTV Surveillance throughout the campus. Students wear ID cards at all times and outsiders are checked by security staff. The college has a dedicated Counselling Centre and a good mentoring system for the students to take care of their academic, emotional, social and cognitive development. Personal Counselling is provided to the students at different levels. There are separate washroom facilities for girls and boys. Washrooms are provided with sanitary napkin vending and disposal machines for the safe and hygienic disposal of sanitary napkins.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://ssmahavidyalaya.edu.in/wp-content/uploads/2022/04/woman-safety.pdf

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

B. Any 3 of the above

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

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

Managing waste properly is essential for building sustainable and liveable cities, but it remains a challenge for many developing countries and cities. Effective waste management is expensive, often comprising 20%-50% of municipal budgets. Operating this essential municipal service requires integrated systems that are efficient, sustainable, and socially supported. In respect of solid waste management, our college has developed facilities for the segregation of biodegradable and non-biodegradable solid waste from their origin. Non-biodegradable waste is reused through the recycling process. 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-fertilizer or bio, compost is made by using a compost-making unit. In our college kitchen and garden, wastes are collected and biofertilizer is prepared. This biofertilizer is then used in the herbal garden of our college. It is also connected to community service. Water hyacinth has been used for the villagers to remove and collect water hyacinth and a biofertilizer is prepared. For the sake of enhancing their skill,

the rural people are trained. And henceforth a biofertilizer project has been initiated for the smooth running of the process. Shyampur Siddheswari Mahavidyalaya being a general degree college doesn't produce much E-waste, however as a sensitive stakeholder in protecting and propagating environmental concerns the college has entered into an agreement with Phoenix Infotech, Shyampur for effective E-waste management and recycle. In doing so, the college tries to fulfill its responsibilities toward the environment, society, and the locality.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://ssmahavidyalaya.edu.in/wp-content/uploads/2022/03/7.1.3-Solid-Waste-Management.pdf
Any other relevant information	No File Uploaded

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

D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

B. Any 3 of the above

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

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	No File Uploaded
Certificates of the awards received	No File Uploaded
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

D. Any 1 of the above

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

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

It is one of the most important obligations of an educational institution to create a platform for students to imbibe cultural differences and to contribute to the creation of a more inclusive society. During different semesters of their learning, the students acquire knowledge about tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic, and other diversities in their Core Courses. Apart from that, the institution organizes various events and celebrates the birthday of Netaji, Republic Day, Rabindra Jayanti, Independence Day, Gandhi Jayanti, and many such events. As a consequence, students are culturally enriched which enables them to become good and responsible citizens. Students are involved in almost all activities and are the source of new ideas for the creation of new activities and programmes which together help in the creation of an inclusive environment. During the year 2020, which entirely coincided with the Covid-19 pandemic, the institute organized some webinars so as to bring in enhanced tolerance and harmony among the student community.

The Department of Geography under the aegis of the IQAC conducted a webinar entitled 'Agriculture, Society and Sustainability' whose thrust area was to highlight the symbiotic relationship between agriculture, environment, and society.

A Webinar organized by the Department of Philosophy of our college named 'Covid-19 From Metaphysical & Moral Perspective' stressed inculcating the habit of moral restraint and tolerance in this tough time.

One day International webinar organized by the Department of Music named 'Folk Culture, Arts and Crafts: Regional Manifestations in

Bengal' attempted to explore the flavor of diverse art, cultural and crafts-related heritage of different pockets of West Bengal.

'Shap Kintu Shap noy'- a state-level online webinar organized by the Departments of Mathematics, Physics and Zoology aimed to diminish the fear associated with snakebite and to work in harmony in case of a venomous snake bite.

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	No File Uploaded

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

This institution educates its students and employees about the constitutional obligations of citizens' values, rights, duties, and responsibilities which enable them to act responsibly as citizens. In normal times, the orientation programme at the start of the first semester motivates students about the constitutional obligations, values, rights, duties, and responsibilities as students as well as citizens. The students are taught different subjects of socio-cultural importance at different phases of their course. The institution hosts events centered on national symbols and identity. These are intended to educate its stakeholders on their Fundamental Duties and Rights. It commemorates Independence Day, Republic Day, Gandhi Jayanti, Netaji Jayanti, and others to emphasize the value of liberty and the triumph of India's freedom movement. Flag hoisting is done on 15th August every year in our college where teaching, non-teaching staff, and students participate with full vigor. The college organizes Constitution Day on 26th November. They strive to showcase the spirit of liberty, equality, justice, and brotherhood embodied in the Constitution. Furthermore, the college hosts Blood Donation Camps, observes Women's Day to honor women's achievements throughout history. It also celebrates World Environment Day to ensure that students get knowledge about how the environment can be protected. The institute tries to set a standard as a responsible educational institution and strives to sensitize students as well as the employees of the institution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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

B. Any 3 of the above

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

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

Throughout the year, the college hosts a number of national festivals to teach students about the integrity and diversity of our great country. But due to Covid-19 pandemic, many events could not be organized in the usual manner.

Every year on September 5th, Teacher's Day is celebrated on the birth anniversary of Dr. Sarvapalli Radhakrishnan to honour teachers of the institution.

Every year on March 8th, the college commemorates Women's Day to honour women and their contributions to society, as well as to promote and discuss the importance of having equal rights and

opportunities for making the world a better place.

Republic Day is observed on January 26th to commemorate the adoption of the Constitution of India. On this day, a "constitution awareness programme" is observed with the students. Members are made aware of their responsibilities to our country.

The institution celebrates with all grandeur Independence Day on 15th August.

Every year on June 5th, World Environment Day is commemorated to raise awareness about environmental challenges.

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	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice: 01

1. Title of the Practice: Environmental consciousness and Green Campus Initiative

2. Objectives of the Practice: The idea behind the green campus activity is to transmit the message that planting trees helps to maintain a clean and friendly environment by reducing pollutants and improving the green atmosphere. The environment is a multidimensional issue that affects human existence. Progress and pollution are inextricably linked. Environmental protection is a global concern, not a problem related to one region or country. It affects all countries, regardless of their size or development level. To resist this wave of devastation, increasing awareness is a must. It is the responsibility of the youth to champion the cause of a cleaner environment with zeal and vigor. As a result, there is a

need to raise environmental awareness among the stakeholders.

3. The Context: The rise of industrialization has resulted in an unchecked growth in pollution, which is damaging not only the flora and fauna of the earth but also the air we breathe thereby lowering the quality of human existence. The college has consciously involved itself in raising awareness about this issue and has taken the required efforts to safeguard the country's age-old tradition of reverence for nature. Every tiny effort to environmental protection and preservation can protect the world from impending devastation.

4. The Practice: The College is surrounded by lush greenery maintained by the students and staff, making the campus an exemplary model for many colleges. The college boundary features palm and various other trees like mango, cadamba, chatim, neem, eucalyptus giving a respite from scorching rays of the sun, dust, and extreme winds. Trees offer shade, hold the soil and keep the groundwater table at a safe level. It is critically important that students understand their obligations and responsibilities to society and the world at large. Being environmentally conscious and responsive is a quality that must be instilled in students at an early age in school and reinforced at the post-secondary level. This framework covers general rules for making campus activities as environmentally friendly as possible, as well as guiding on topics including campus planning, architecture and development, green catering, and waste management. The college strives to maintain a strong vigilance on environmental issues. This institution believes that environmental sensitization and excellent environmental practices will help to improve the present situation. Students cannot reach the desired result on their own since they confront difficulties at every turn. All the stakeholders are required to join students in this effort. Each program made by the College is a little step toward advancing humanity's cause. And it is expected that these programs will produce considerable results with time.

5. Evidence of Success: Continuous preservation of the beautiful campus, which includes plenty of greenery and two ponds, is maintained. Secondly, students and staff are encouraged to plant saplings every year and the campus is kept cool in this manner. Thirdly, rainwater harvesting is done by the college authority. The institution enhances awareness of biodiversity conservation. Endangered animals like snakes, turtles, fishing cats, jungle cats, palm civets, and different species of birds are rescued by the students and concerned teachers of the Zoology Department. The

college has greatly benefited from the reduced electricity bill since solar panels were put on campus to minimize routine energy consumption. Additionally, all electrical and electronic devices are regularly monitored to ensure that they are in good working order and that no energy is wasted. Students and staff alike have developed habits of turning off lights, fans, and other appliances. Moreover, the college environment is carefully monitored to ensure that carbon emissions and pollution are kept to a minimum level, ensuring that everyone on campus is healthy. The usage of plastic bags is discouraged within the campus. The college has been designated as a "No Smoking Zone." The concept of 'Green Campus' is meticulously maintained with the help of volunteers. Throughout the year, a variety of participatory events such as field demonstrations are held around this theme.

6. Problems Encountered and Resources Required:

Problems- i) Lack of awareness among students. ii) Lack of recycling facility for plastic waste in the locality. iii) Plastics are not properly disposed of.

Resources Required: i) We are producing bio-fertilizer using bio-degradable solid waste management units within the campus to make it a sustainable venture and we need to commercialize our products in near future.

ii) Better consultancy is needed for ongoing projects like solid waste management, bio-fertilizer production, medicinal plant garden, etc.

Best Practice: 02

1. Title of the Practice: Medicinal Plant and Herbal Garden

1. Objectives of the Practice: India has long been renowned as a source of medicinal plants among ancient civilizations. The medicinal plants that can be found here are regarded as valuable resources for drug development. Treatment with medicinal plants is thought to be a safe alternative with few adverse effects, and it can be used as a herbal treatment for people of all ages and genders.

1. **The Context:** Plants have been utilized to treat a variety of health problems since prehistoric times. India has long been renowned as a rich repository of medicinal herbs among ancient civilizations. Currently, we rely primarily on synthetic medications, which, while highly effective, have been linked to a variety of negative effects and may be harmful to humans and the environment. Herbs have no adverse effects because they are natural goods.

1. **The Practice:** This medicinal garden was created primarily to preserve locally available plants and to encourage students to use them in a sustainable manner. The conservation and long-term use of therapeutic plants have been thoroughly researched. Several sets of conservation recommendations have been compiled, including the creation of mechanisms for species inventorying and status monitoring, as well as the necessity for coordinated conservation activities. Sustainable use of wild resources can be an effective conservation strategy for medicinal plants with increasingly limited supply.

Through trial and error, humans gradually learned to recognize and use plants to create food and medicine, and they were able to meet the requirements of their surroundings. With the establishment of civilizations and the supply of greater facilities, information about medicinal plants has long been progressively handed from generation to generation, and human knowledge has gradually become full. Herbal medications can aid the creation of a new age of the healthcare system to cure human ailments in the future by standardizing and analyzing the health of active plant-derived chemicals. Traditional knowledge and medicinal plants can be useful in the exploration and use of natural plant resources. To preserve this knowledge, a comprehensive approach and teamwork are required to preserve historical data on medicinal plants and to utilize these resources for the benefit of humans before they are lost forever.

1. **Evidence of Success:** The garden currently has 22 different types of medicinal plant which includes *Hygrophila auriculata*, *Marsilea minuta*, *Kalanchoe pinnata*, *Aloe barbadensis*, *Justicia adhatoda*, *Eupatorium triplinerve*, *Paederia scandens*, *Centella asiatica*, *Catharanthus roseus*, and *Eclipta prostrata*. Tulsi plants such as *Ocimum tenuiflorum*, *Ocimum gratissimum*, and *Ocimum sanctum* can also be found in the garden. These plants

produce a variety of active principles that can aid with cough, cold, asthma, stomach issues, diarrhea and constipation, among other things.

1. Problems Encountered and Resources Required :

Problems: i) No proper maintenance of medicinal plant and herbal garden throughout the year.

ii) No fencing around the plants and the garden itself, and hence they easily become the victim of the cows and goats.

Resources Required: i) Recurring assistance for maintenance of the garden from a professional gardening expert. ii) More medicinal plants to be procured with time.

iii) Facility to preserve seeds and germplasm of different medicinal plants can be arranged in the future.

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

The institution has prioritized the area of environmental conservation and maintenance of ecological balance. To this end, the college has initiated the "Green Campus Clean Campus Programme". The campus is a no smoking plastic-free zone where different measures are followed for the reuse and recycling of solid waste. The Eco Club of the college promotes different campaigns and programs for the preservation of ecological balance. A biodiversity register of the college campus is maintained. To ensure effective energy consumption a strict vigil is kept towards the rational use of electrical gadgets and the college campus has an automated lighting arrangement. Solar panels are put up on the rooftop of the college building to reduce the dependence on conventional energy. The excess power generated by the solar unit is returned to the grid.

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

Plan of Action for the Academic Session 2021-2022

1. Face-to-face interaction program for the students for their mental wellbeing.
2. Awareness program for the students and teachers to develop the relationship between them.
3. Increase digitization of office work for smooth and healthy service.
4. Organizing faculty development programs for the teaching and non-teaching staff.
5. Organization of seminars in college especially in those areas like research methodology, skill development, gender sensitization, professional ethics and values, and intellectual property rights to continue academic performance.
6. Earth day celebration (22nd April), bio-diversity workshop (16th April to 20th April), Environment day celebration (5th June), wildlife day celebration (3rd March) will be conducted by the Department of Zoology.
7. The Cinema Club, Skywatching club, Literature, and Social Science club will be initiated throughout this academic year.
8. Regular outreach program with the school kids to develop the socio-cultural health of our college.
9. Collect Reports from every department from time to time and generate AQAR as per schedule.
10. The Department of History will be more engaged in 'reshaping the history' of Shyampur (Local/regional history) with the help of local students and local researchers and intellectuals. A museum of local collections will be built up on the college campus to help restore it.

NAAC