



The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

I. Details of the Institution

1.1 Name of the Institution

Shyampur Siddheswari Mahavidyalaya

1.2 Address Line 1

P.O. - Ajodhya

Address Line 2

P.S. - Shyampur

City/Town

Howrah

State

West Bengal

Pin Code

711312

Institution e-mail address

ssmahavidyalaya@gmail.com

Contact Nos.

03214 - 261221

Name of the Head of the Institution:

Dr. Santu Kumar Bose

Tel. No. with STD Code:

03214 - 261221

Mobile:

8436403721

Name of the IQAC Co-ordinator:

Rajarshi Mukherjee

Mobile:

9433083018

IQAC e-mail address:

ssmnaac@gmail.com



NAAC – AQAR 2015-16: Shyampur Siddheswari Mahavidyalaya

1.3 NAAC Track ID (For ex. MHC0GN 18879)

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC/54/A & A/ 03

1.5 Website address:

www.ssmahavidyalaya.edu.in

Web-link of the AQAR:

www.ssmahavidyalaya.edu.in/iqac-home/aqar/

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|-------|------|-----------------------|-----------------|
| 1 | 1 st Cycle | B | 2.27 | 2011 | 5 years |
| 2 | 2 nd Cycle | | | | |
| 3 | 3 rd Cycle | | | | |
| 4 | 4 th Cycle | | | | |

1.7 Date of Establishment of IQAC : DD/MM/YYYY

19.08.2011

1.8 AQAR for the year (for example 2010-11)

2015-16

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

i. AQAR _____ 2013-2014 _____ (22/12/2018)

ii. AQAR _____ 2014-2015 _____ (22/12/2018)

1.10 Institutional Status

University

State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College

Yes ☒ No ☐

Constituent College

Yes ☐ No ☒

Autonomous college of UGC

Yes ☐ No ☒

Regulatory Agency approved Institution

Yes ☐ No ☒

(eg. AICTE, BCI, MCI, PCI, NCI)



| | | | | | | |
|---------------------|-------------------------------|-------------------------------------|------------------------|-------------------------------------|---------|-------------------------------------|
| Type of Institution | Co-education | <input checked="" type="checkbox"/> | Men | <input type="checkbox"/> | Women | <input type="checkbox"/> |
| | Urban | <input type="checkbox"/> | Rural | <input checked="" type="checkbox"/> | Tribal | <input type="checkbox"/> |
| Financial Status | Grant-in-aid | <input checked="" type="checkbox"/> | UGC2(f) | <input checked="" type="checkbox"/> | UGC 12B | <input checked="" type="checkbox"/> |
| | Grant-in-aid + Self Financing | <input type="checkbox"/> | Totally Self-financing | <input type="checkbox"/> | | |

1.11 Type of Faculty/Programme

| | | | | | | | | | |
|------------------|-------------------------------------|-------------|-------------------------------------|----------------|-------------------------------------|------------|--------------------------|----------------|--------------------------|
| Arts | <input checked="" type="checkbox"/> | Science | <input checked="" type="checkbox"/> | Commerce | <input checked="" type="checkbox"/> | Law | <input type="checkbox"/> | PEI (Phys Edu) | <input type="checkbox"/> |
| TEI (Edu) | <input type="checkbox"/> | Engineering | <input type="checkbox"/> | Health Science | <input type="checkbox"/> | Management | <input type="checkbox"/> | | |
| Others (Specify) | <input type="text" value="-----"/> | | | | | | | | |

1.12 Name of the Affiliating University (*for the Colleges*)

University of Calcutta

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

N.A.

| | | | |
|--|---------------------------------|------------------------------|---------------------------------|
| University with Potential for Excellence | <input type="text" value="NO"/> | UGC-CPE | <input type="text" value="NO"/> |
| DST Star Scheme | <input type="text" value="NO"/> | UGC-CE | <input type="text" value="NO"/> |
| UGC-Special Assistance Programme | <input type="text" value="NO"/> | DST-FIST | <input type="text" value="NO"/> |
| UGC-Innovative PG programmes | <input type="text" value="NO"/> | Any other (<i>Specify</i>) | <input type="text" value="NO"/> |
| UGC-COP Programmes | <input type="text" value="NO"/> | | |



2. IQAC Composition and Activities

| | |
|--|-----------------------------------|
| 2.1 No. of Teachers | <input type="text" value="09"/> |
| 2.2 No. of Administrative/Technical staff | <input type="text" value="02"/> |
| 2.3 No. of students | <input type="text" value="01"/> |
| 2.4 No. of Management representatives | <input type="text" value="01"/> |
| 2.5 No. of Alumni | <input type="text" value="01"/> |
| 2.6 No. of any other stakeholder and community representatives | <input type="text" value="----"/> |
| 2.7 No. of Employers/ Industrialists | <input type="text" value="01"/> |
| 2.8 No. of other External Experts | <input type="text" value="01"/> |
| 2.9 Total No. of members | <input type="text" value="16"/> |

2.10 No. of IQAC meetings held - 3

| | | | | |
|---|-----|---------------------------------|---------|---------------------------------|
| 2.11 No. of meetings with various stakeholders: | No. | <input type="text" value="06"/> | Faculty | <input type="text" value="02"/> |
|---|-----|---------------------------------|---------|---------------------------------|

| | | | | | | | |
|--------------------|---------------------------------|----------|---------------------------------|--------|---------------------------------|--------|---------------------------------|
| Non-Teaching Staff | <input type="text" value="02"/> | Students | <input type="text" value="01"/> | Alumni | <input type="text" value="01"/> | Others | <input type="text" value="01"/> |
|--------------------|---------------------------------|----------|---------------------------------|--------|---------------------------------|--------|---------------------------------|

2.12 Has IQAC received any funding from UGC during the year? Yes ☒ No ☐

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

| | | | | | | | | | |
|------------|---------------------------------|---------------|----------------------|----------|----------------------|-------|----------------------|-------------------|---------------------------------|
| Total Nos. | <input type="text" value="03"/> | International | <input type="text"/> | National | <input type="text"/> | State | <input type="text"/> | Institution Level | <input type="text" value="03"/> |
|------------|---------------------------------|---------------|----------------------|----------|----------------------|-------|----------------------|-------------------|---------------------------------|

(ii) Themes

- i. Personality development and communication skills. (Students)
- ii. Industrial and Institutional collaboration for research. (Teachers)
- iii. Preparation of lesson plan & Micro-course module. (Teachers)



2.14 Significant Activities and contributions made by IQAC

- i. Organized a seminar on Industrial and Institutional collaboration for Research.
- ii. Motivated the students & faculty members for publication of the college magazine namely AYAN and various departmental wall magazine.
- iii. Initiated the process of publishing an online journal of the college with ISSN.
- iv. Organized a Traffic Safety Awareness Campaign with the students.
- v. Students are provided modern technology-based learning system like ppt; pdf; internet etc.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

| Plan of Action | Achievements |
|---|--|
| 1. Computer and Internet Facility | 1. Some computers were allotted to few departments and internet connections were provided for the teachers. |
| 2. Technology up-gradation and computerization. | 2. Partial computerization of college office has been done. |
| 3. Implementation of the process of Online Admission. | 3. Exclusive Online Admission process has been done. |
| 4. Golden Jubilee Celebration | 4. The Golden Jubilee Celebration was successfully organized |
| 5. To perform administrative audit and academic audit. | 5. Administrative and Academic audit report was prepared in due time. |
| 6. Renovation of College Canteen and overhauling of electrical wiring of college building | 6. The college canteen was repaired and remodelled with RUSA grant. The entire electrical wiring of the college building was repaired by RUSA grant. |

* Attach the Academic Calendar of the year as Annexure. [Vide Annexure I]

2.15 Whether the AQAR was placed in statutory body

Yes ☒ No ☐

Management

☒

Syndicate

☐

Any other body

☒

Provide the details of the action taken

The AQAR for the session 2015-16 was presented in the Teacher's Council by the IQAC for approval. After a thread-bare discussion and a few suggested modifications, the T.C. approved the placement of this report to the Governing Body for final approval before submission to the NAAC. The members of Governing Body reflected on the AQAR presented by IQAC and unanimously resolved to submit the same to NAAC after the suggested modifications.



Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|------------------------|-------------------------------|--|-------------------------------------|--|
| PhD | | | | |
| PG | | | | |
| UG | 3 | | | |
| PG Diploma | | | | |
| Advanced Diploma | | | | |
| Diploma | | | | |
| Certificate | | | | |
| Others | | | | |
| Total | 3 | | | |
| Interdisciplinary | | | | |
| Innovative | | | | |

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|-----------|----------------------|
| Semester | |
| Trimester | |
| Annual | 3 |

1.3 Feedback from stakeholders* Alumni ☒ Parents ☒ Employers ☐ Students ☒
(On all aspects)

Mode of feedback : Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

**Please provide an analysis of the feedback in the Annexure [vide Annexure II]*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Any change or modification of syllabi is done by the Board of Studies of the University. The college being an affiliated college does not enjoy any such privilege.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Honours in Geography was introduced under B.A./ B.Sc. Programme.



Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Principal | Others |
|-------|------------------|----------------------|------------|-----------|--------|
| 18 | 12 | 05 | -- | 01 | |

2.2 No. of permanent faculty with Ph.D.

06

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

| Asst. Professors | | Associate Professors | | Professors | | Others | | Total | |
|------------------|----|----------------------|---|------------|---|--------|---|-------|----|
| R | V | R | V | R | V | R | V | R | V |
| 0 | 18 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 18 |

2.4 No. of Guest and Visiting faculty and Temporary faculty

| Guest | CWTT | PTT |
|-------|------|-----|
| 09 | 04 | 17 |

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended | -- | 06 | 03 |
| Presented papers | 03 | 10 | -- |
| Resource Persons | -- | -- | 01 |

2.6 Innovative processes adopted by the institution in Teaching and Learning:

1. Journals and magazines were procured in the library for the benefit of students.
2. Internet and Computer Facility was provided to students.
3. Field Trips and Educational excursion have been organized by few departments.
4. Some departments organized seminars with invited speakers for the benefit of students.
5. Few departments published wall magazines like Department of Mathematics published "Delta" and Department of English published "Petals".

2.7 Total No. of actual teaching days during this academic year

182

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple-Choice Questions)

Class Tests

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

| | | |
|------|--|--|
| None | | |
|------|--|--|



2.10 Average percentage of attendance of students

77%

2.11 Course/Programme wise distribution of pass percentage:

| Title of the programme B.A/B.Sc/B.Com | Total no of students appeared | Division | | | | |
|--|-------------------------------|---------------|-------|-------|-------|--------|
| | | Distinction % | I % | II % | III % | Pass % |
| B.A. Bengali (H) | 108 | - | 4.63 | 86.11 | 5.56 | 96.30 |
| B.A. English (H) | 26 | - | - | 76.92 | 15.38 | 92.30 |
| B.A. History (H) | 19 | - | - | 52.63 | 31.58 | 84.21 |
| B.A. Political Science (H) | 02 | - | - | - | 50 | 50 |
| B.A. Philosophy (H) | 10 | - | 10 | 40 | 20 | 70 |
| B.A. Sanskrit (H) | 31 | - | 41.94 | 58.06 | - | 100 |
| B.A. Education (H) | 16 | - | 6.25 | 87.5 | - | 93.75 |
| B.Sc. Mathematics (H) | 22 | - | 4.55 | 72.73 | 9.09 | 86.37 |
| B.Sc. Zoology (H) | 12 | - | 25 | 33.33 | 16.67 | 75 |
| B.Sc. Chemistry (H) | 07 | - | 14.29 | 85.71 | - | 100 |
| B.Sc. Physics (H) | 13 | - | 15.38 | 84.62 | - | 100 |
| B.Com. Accountancy(H) | 22 | - | - | 76.92 | 1.54 | 78.46 |
| B.A (General) | 330 | - | - | - | - | 70 |
| B.Sc. (General) | 22 | - | - | - | - | 68.18 |
| B.Sc. (Bio. Sc.) | 20 | - | - | - | - | 90 |
| B.Com. (General) | 30 | - | - | - | - | 66.67 |

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

Contribution

- Academic calendar for the session July 2015 – June 2016 had been prepared before the commencement of new academic session to ensure effective implementation of the curriculum.
- Time Table for regular Theoretical & Practical classes was prepared well in advance before the commencement of new academic session & displayed in the Students & Faculty Notice Board.
- Various Academic Sub-Committees were formed before the beginning of the new academic session and the name of the convener of each committee had been decided in the Teachers Council Meeting.

Monitoring

- Regular meetings were held with the Departmental Heads & Conveners regarding attendance of students, completion of Syllabus, teaching-learning methods adopted, evaluation process & academic performance of the students.
- Conducted Internal Academic Audit through interaction with all the departments.



- IQAC provides academic plan along with activities and programmes to be organized by various committees for the year and regularly monitors the same.
- Encourages faculty members to organize seminars, workshops, Departmental Quiz & Group Discussions
- The IQAC takes care of the progress of the students by conducting assignments, group discussions, PowerPoint presentations, debate, quiz and other cocurricular activities.
- Parent - Teacher interaction are held once in an academic year, and necessary steps are taken for improvement.

Evaluation

- Examination schedules & Duty lists for all Internal and University examinations were prepared by the Examination Committees which were displayed on the Students' & Professors' Notice Board & copies were also issued to Principal's Chamber, Library & Office.
- The answer scripts of Class- tests, Mid -term & Selection Tests were shown to the students and necessary suggestions were given by the faculty members to individual students so that they could do well in their University Examinations.
- Feedback was collected from B.A, B.Sc. and B.Com. outgoing students on Faculty, Teaching-Learning process, Internal Evaluation System & Learning Resources of the college. After analysis of the feedback necessary steps were taken for improvement.
- Internal Academic Audit (2015-2016) of the Department helped to assess the Strength & weakness of the department and to prepare academic plan accordingly

2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i> | <i>Number of faculty benefitted</i> |
|--|-------------------------------------|
| Refresher courses | 01 |
| UGC – Faculty Improvement Programme | |
| HRD programmes | |
| Orientation programmes | |
| Faculty exchange programme | |
| Staff training conducted by the university | |
| Staff training conducted by other institutions | |
| Summer / Winter schools, Workshops, etc. | |
| Others | |

2.14 Details of Administrative and Technical staff

| Category | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
|----------------------|-------------------------------|----------------------------|--|--|
| Administrative Staff | 00 | 00 | 00 | 00 |
| Technical Staff | 03 | 00 | 00 | 02 |



Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- i. IQAC meets regularly to discuss various plans to promote Research environment and motivate the faculty members for M.Phil., Ph.D. etc.
- ii. IQAC oversees the participation of faculty members for R.C., O.P. and F.D.P.
- iii. IQAC encourages and informs faculty members about Research Grant Project and grants to UGC/ DST/ DBT/ CSIR etc.
- iv. IQAC motivates faculty members for research publication, articles reviews and books.
- v. IQAC oversees duty and study leaves of faculty members for attending professional seminars, conferences and workshops.

3.2 Details regarding major projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | -- | -- | -- | -- |
| Outlay in Rs. Lakhs | -- | -- | -- | -- |

3.3 Details regarding minor projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | -- | -- | -- | -- |
| Outlay in Rs. Lakhs | -- | -- | -- | -- |

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | 08 | -- | -- |
| Non-Peer Review Journals | -- | -- | 04 |
| e-Journals | -- | -- | -- |
| Conference proceedings | -- | -- | -- |

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

| Nature of the Project | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
|---|---------------|----------------------------|------------------------|----------|
| Major projects | | | | |
| Minor Projects | | | | |
| Interdisciplinary Projects | | | | |
| Industry sponsored | | | | |
| Projects sponsored by the University/ College | | | | |
| Students research projects (other than compulsory by the University) | | | | |
| Any other (Specify) | | | | |
| Total | | | | |



3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences
organized by the Institution

| Level | International | National | State | University | College |
|---------------------|---------------|----------|-------|------------|---------|
| Number | | | | | 03 |
| Sponsoring agencies | | | | | |

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

| Type of Patent | | Number |
|----------------|---------|--------|
| National | Applied | |
| | Granted | |
| International | Applied | |
| | Granted | |
| Commercialised | Applied | |
| | Granted | |

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

| Total | International | National | State | University | Dist | College |
|-------|---------------|----------|-------|------------|------|---------|
| | | | | | | |



3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)
JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:
University level State level
National level International level

3.22 No. of students participated in NCC events:
University level State level
National level International level

3.23 No. of Awards won in NSS:
University level State level
National level International level

3.24 No. of Awards won in NCC:
University level State level
National level International level

3.25 No. of Extension activities organized
University forum College forum
NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility.

- Thalassemia Awareness Campaign along with free Thalassemia Detection was organised inside the college campus by NSS.
- A blood donation camp was organised by NSS
- NSS observed World Environment Day.
- Students participated in Youth Parliament Competition.
- A rally was organised in commemoration of 153rd Birth Anniversary of Swami Vivekananda in Shyampur P.S. area.
- Tree plantation was done as a part of “Banamahotsav” by NSS.



Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

| Facilities | Existing | Newly created | Source of Fund | Total |
|---|-----------|---------------|------------------|-----------|
| Campus area | 6.49 acre | | | 6.49 acre |
| Class rooms | 19 | | | 19 |
| Laboratories | 05 | | | 05 |
| Seminar Halls | 00 | | | 00 |
| No. of important equipments purchased (\geq 1-0 lakh) during the current year. | 00 | | | 00 |
| Value of the equipment purchased during the year (Rs. in Lakhs) | | 3.7344 | UGC & RUSA grant | 3.7344 |
| Others | | 00 | | 00 |

4.2 Computerization of administration and library

- A new office management software called 'Smart College' was installed. Online admission, student database is managed successfully through this software.
- A library management software, namely, VLIS is running effectively.

4.3 Library services:

| | Existing | | Newly added | | Total | |
|------------------|--|---------|-------------|-----------|-------|---------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 24781 | | 645 | 161899.24 | 25426 | |
| Reference Books | | | | | | |
| e-Books | | | | | | |
| Journals | 4 | 6220.00 | 1 | - | 5 | 6220.00 |
| e-Journals | | | | | | |
| Digital Database | | | | | | |
| CD & Video | 29 | | | | 29 | |
| Others (specify) | Magazine & Newspaper -14 nos. (value of Rs. 11392/-) | | | | | |

4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | 28 | 01 | 03 | 03 | 00 | 04 | 03 | |
| Added | 00 | 00 | 00 | 00 | 00 | 00 | 00 | |
| Total | 28 | 01 | 03 | 03 | 00 | 04 | 03 | |



4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

1. The IQAC encouraged the faculty members to resort to ICT enabled learning.
2. Certain mechanisms were introduced to help the first-generation learners like basic computer literacy programmes.
3. An internet connection among few departments have been set up.

4.6 Amount spent on maintenance in lakhs:

i) ICT

1.15

ii) Campus Infrastructure and facilities

2.92

iii) Equipments

iv) Others

1.03

Total:

5.10

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Induction meeting with first year students.
- Department wise student information provided in classroom.
- Conducting classes for certain competitive examination.
- Preparation of database of student scholarships and circulation of information about the various funding agencies.

5.2 Efforts made by the institution for tracking the progression

- Students feedback
- Verbal communication with students and guardians
- Encouraging departments to make a data bank of student progression.

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|------|----|--------|--------|
| 3817 | -- | -- | -- |

(b) No. of students outside the state

--

(c) No. of international students

--



| | | | | | |
|-----|------|-------|-------|------|-------|
| Men | No | % | Women | No | % |
| | 1696 | 44.43 | | 2121 | 55.57 |

| Last Year | | | | | | This Year | | | | | |
|-----------|-----|----|-----|-----------------------|-------|-----------|-----|----|-----|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 2684 | 288 | 00 | 305 | 00 | 3277 | 3152 | 297 | 00 | 368 | 00 | 3817 |

Demand ratio 1:3.2

Dropout %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

IQAC with the help of college administration organized few guidance sessions for preparing the students for School Service Commission examinations and different type of competitive examinations of Government of West Bengal.

No. of Student beneficiaries

84

5.5 No. of students qualified in these examinations

NET

2

SET/SLET

GATE

CAT

IAS/IPS etc

State PSC

UPSC

Others

24

5.6 Details of student counselling and career guidance

Various departmental teachers periodically counsel students. Subject specific career option are discussed with outgoing students to enable them to opt for career options.

No. of students benefitted

11

5.7 Details of campus placement

| <i>On campus</i> | | | <i>Off Campus</i> |
|---------------------------------|---------------------------------|---------------------------|---------------------------|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| | | | |



5.8 Details of gender sensitization programmes

A Legal Awareness camp for women was organized by IQAC with the help of college administration.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

| | Number of students | Amount |
|--|--------------------|----------|
| Financial support from institution | 122 | 95,050/- |
| Financial support from government | 1308 | NA |
| Financial support from other sources | | |
| Number of students who received International/ National recognitions | | |

5.11 Student organised / initiatives

Fairs: State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____NONE_____



Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: -

- Enlightening of rural students.
- Empowering the community.

Mission: -

- Making employability resources for students.
- Encouraging communicative abilities of students.
- Supporting students for all round development.
- Empowering women for community development.
- Qualitative improvement of teaching – learning and evaluation.
- Retraining the teachers for empowering the students.

6.2 Does the Institution has a management Information System

Yes, the accounts, admission & administrative management system are integrated with the Management Information System.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- For U. G. Course, the institution does not have a direct role as per University Statute. Faculty members participate in the Workshops/ Seminars to keep themselves at per with the modern trends in curricular development.
- Students of this institution take part in Mock Parliaments.

6.3.2 Teaching and Learning

1. The teachers are committed to give individual attention to students as far as possible.
2. Special tutorial classes are arranged to encourage the advanced learners.
3. Teachers are acquainted use audio-visual aids for imparting information to students apart from usual 'chalk & talk' method.
4. Advanced software is used whenever required.
5. Students are encouraged to take part in the student seminars held in the department to boost their confidence.
6. Few departments organize Departmental Quiz with the students.
7. Educational tour (Dept. of Botany, Zoology and Geography) and industrial visit (Dept. of Commerce) are arranged.



6.3.3 Examination and Evaluation

- Since the college is affiliated to the University of Calcutta, the entire examination and evaluation process for the U.G. level is executed under the guidelines of the affiliating University. However, many of the faculty members are involved in the Examination and Evaluation process who try to upgrade the entire process by their suggestions.
- Class test, Mid Term Test and Selection Test are held regularly under the supervision of the Examination Committee.
- Students are monitored on the basis of their performance in different examinations.

6.3.4 Research and Development

- Twelve research papers published in international and national journal during this session.
- Teachers undertake and complete thesis/ Ph. D. Dr. A. G. Gupta has been awarded his doctoral degree in this session.
- Published in different international and national books and chapters by Dr. A. G. Gupta, Dr. S. Guchhait, Sri Susanta Mondal, Smt. Mau Datta and Smt. Chaitali Chakraborty.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. Construction of library building and purchase of books in the library.
2. Purchase of computers and various laboratory equipments.
3. Construction of Sports Dressing Room beside playground.

6.3.6 Human Resource Management

1. Teachers actively help in academic and administrative needs. Periodic meetings of the Teacher's Council, Inter-Departmental, Intra-Departmental meetings, meetings of different Sub-Committees are held and necessary actions are taken. The administrative head and teachers often join hands with supporting staffs to expedite works.
2. Database related to staffs and billing accounts is maintained through Human Resource Management System (HRMS).
3. Teachers are motivated to participate regularly in various Faculty Improvement Programs such as Summer/Winter School, Workshops, Refresher and Orientation courses conducted by Academic Staff Colleges of various University /Institutions.
4. Regular notifications are issued through Notice Boards and the college website.
5. IQAC in association with CAS Sub-Committee continuously processes papers of the teachers whose promotion vide CAS as and when falls due. This year 10 teachers have been benefited from this exercise.



6.3.7 Faculty and Staff recruitment

1. There is no scope for recruitment of substantive faculty by the institution. This is solely done by the West Bengal College Service Commission.
2. Guest/ Contractual faculty is recruited by the college as per requirement.

6.3.8 Industry Interaction / Collaboration

1. Some faculties have interacted with the industry for collecting data for research purposes.
2. Students of the Departments of Commerce collected raw data from industry and analysed the same.

6.3.9 Admission of Students

1. Online admission process has been introduced in this session.
2. Admission is done strictly on the basis of merit.
3. All admission related information is provided in the college website.
4. Reservation policy is strictly adhered.

6.4 Welfare schemes for

| | |
|--------------|--|
| Teaching | <ul style="list-style-type: none"> • GSLI and Loan facility from Shyampur Siddheswari Mahavidyalaya Employees' Credit Cooperative Society. |
| Non-teaching | <ul style="list-style-type: none"> • GSLI and Loan facility from Shyampur Siddheswari Mahavidyalaya Employees' Credit Cooperative Society. |
| Students | <ol style="list-style-type: none"> 1. Student concession. 2. Cheap canteen 3. Purified drinking water 4. Common room and Gymnasium 5. Poor Aid Fund |

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done

Yes



No



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

| Audit Type | External | | Internal | |
|----------------|----------|--------|----------|---------------------------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | No | | Yes | Academic council and IQAC |
| Administrative | No | | Yes | Governing Body |



6.8 Does the University/ Autonomous College declares results within 30 days?

| | | | | |
|-------------------|-----|--------------------------|----|-------------------------------------|
| For UG Programmes | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |
| For PG Programmes | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The evaluation process has been made more systematic and student friendly. Class test and Mid Term tests are conducted in most of the Departments as per University norms. And no major reforms have been introduced from the part of the University.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

No such initiative is taken by the University in this regard.

6.11 Activities and support from the Alumni Association

1. Alumni of our college is very sincere in its concern and deeply involved in the developmental activities that are carried out in the college.
2. Different Departments are in constant touch with the alumni and their valuable feedback are invited.
3. Suggestions for improvement in cultural and sports activities are provided by them.

6.12 Activities and support from the Parent – Teacher Association

Parents and teachers' meetings for all disciplines are held in the respective departments on a regular basis. In the meeting student's attendance and performance in the college examinations are discussed to the parents. An interactive session is also conducted to discuss various issues such as classroom performance, discipline etc.

6.13 Development programmes for support staff

1. Co-operative Society in the college provides financial support to the staff.
2. Training is offered to newly appointed staff members to develop their skill in ICT based administration.
3. The Teachers Council has a fund for helping present teachers in times of dire need.



6.14 Initiatives taken by the institution to make the campus eco-friendly

1. Regular college campus cleaning program is conducted by NSS Unit. They also plant new trees and look after the trees in the campus.
2. Waste chemicals in the chemistry laboratory are properly disposed by dissolving them in water or by keeping them in separately protected sheets.
3. No tree is cut unless it is dead. As soon as a tree perishes a new tree is planted.
4. The college encourages Energy Conservation by reducing unnecessary energy use.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. Implementation of Admission Procedure: Scrutiny of forms, Preparation of Merit List through server-based software.
2. Use of ICT in office.
3. All financial transaction done by Axis Bank, Bagnan Branch.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

| Plan of Action | Action Taken |
|---|--|
| 1. Computer and Internet Facility | 1. Purchased computers and necessary equipment. |
| 2. Technology up-gradation and computerization. | 2. Office management software has been upgraded. |
| 3. Implementation of the process of Online Admission. | 3. Modern upgraded web-based software for Online Admission process purchased. |
| 4. Golden Jubilee Celebration | 4. Measures has been taken for successful execution of Golden Jubilee Celebration in collaboration with other stakeholders |
| 5. To perform administrative audit and academic audit. | 5. A committee has been formed to deal with Administrative and Academic audit. |
| 6. Renovation of College Canteen and overhauling of electrical wiring of college building | 6. The renovation of college canteen was proposed to be done by RUSA grant. |
| 7. Arrangement of pure and cold drinking water. | 7. Installation of water purifier and water cooler was done. |
| 8. To motivate and involve the student in social activities. | 8. Students actively participated in several social activities through NSS unit of the College |
| 9. Maintenance of clean and green campus. | 9. Cleaning and Plantation programme has been organized by NSS unit of college. |



7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

1. NSS and Social Awareness: The NSS unit of the college has been working for the benefit of the college as well as its neighborhood. At the time of admission, the students are informed about the functions and goals of NSS by organizing campaigns within the college. The programme officer of NSS personally visits each and every department to explain the mission and vision of this social service unit.
2. Man Making Education: The college tries to provide man making education in order to bring in a holistic growth of the youth.

****Provide the details in annexure (annexure need to be numbered as i, ii,iii) [vide Annexure III & IV]***

7.4 Contribution to environmental awareness / protection

1. Environment Science is a subject in the curriculum of Third Year students of University of Calcutta. Regular classes are held in the college.
2. The twin NSS units of the college carry out frequent activities relating to environmental awareness and protection.
3. Cleanliness is maintained regularly through different activities of the NSS units.
4. The college is free from smoking and plastics.

7.5 Whether environmental audit was conducted? Yes ☐ No ☒



7.6 Any other relevant information the institution wishes to add. (for example, SWOT Analysis)


| | |
|---|--|
| <p>Strength:</p> <ol style="list-style-type: none">1. The college has dedicated faculty and supporting staffs.2. The faculty members maintain a lifelong relationship with students.3. The college is based on a unique philosophy of education combining material and spiritual life for both the students and teachers.4. As the students of our college come from a rural background, they are very obedient and well-behaved.5. Alumni of our institution extends a helping hand to the students as well as teachers.6. Collection of fees of students & all other financial transactions are made by Bagnan branch of Axis Bank.7. Excellent performance of students in sports activities.8. P. G. courses in Bengali, History, English and Commerce through distance education mode.9. No posters and advertisement in the college campus. | <p>Weakness:</p> <ol style="list-style-type: none">1. Acute shortage of faculty members and non-teaching staffs.2. Inadequate & very inconvenient staff room.3. Lack of adequate toilets.4. No separate arrangement for each Department, especially in humanities departments.5. Lack of adequate computers/laptops with internet facility in the Department.6. Lack of communication skill in the students coming from rural background.7. Poor facilities in the Students canteen and no staff canteen. |
| <p>Opportunities:</p> <ol style="list-style-type: none">1. Value based education for students.2. Utilisation of big play ground for facilitating sports activities.3. Students Union extend help and cooperation to the students.4. Students have opportunity to attach in socially relevant programmes.5. The college has an opportunity to procure neighbouring lands for the extension of science Departments.6. Cooperative and supportive management.7. Safe campus for girls. | <p>Challenges:</p> <ol style="list-style-type: none">1. Digitization and automation of Central Library.2. Creation of vacant posts of both teaching and non-teaching staffs.3. Setting up of a modern and well-equipped Seminar Hall.4. Students placement through campus recruitment.5. Developing communication skills in English for students.6. Extension of Boy's Hostel within the college premises. |



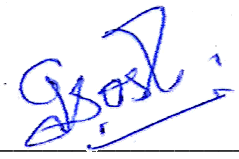
8. Plans of institution for next year

1. Publication of College Journal including ISSN number.
2. Digitization of Library Catalogue.
3. Organising seminars at institutional /State / National /International level
4. Increasing the number of reference books in library.
5. Procurement of new equipment in the laboratories.
6. Conduct subject-based workshop according to the U.G. syllabus of University of Calcutta.
7. Conduct Communicative English classes by the Department of English.

Name **Rajarshi Mukherjee**


Signature of the Coordinator, IQAC
IQAC
Coordinator S. S. Mahavidyalaya
Ajodhya, Howrah

Name **Dr. Santu Kumar Bose**


Signature of the Chairperson, IQAC
Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah



ANNEXURE - I
Academic Calendar
(July 2015 – June 2016)

| Sl. No. | Date | Events |
|---------|---|---|
| 1. | 3 rd week of July, 2015 | Commencement of classes for B. A./B. Sc. 1 st year Hons. and General students |
| | | Commencement of classes for B. A./B. Sc. 3 rd year Hons. and General students |
| 2. | 15.08.2015 | Celebration of Independence Day |
| 3. | 17.08.2015 | Celebration of college foundation day |
| 4. | 3 rd week of August, 2015 | Commencement of classes for B. A./B. Sc. 2 nd year Hons. and General students |
| 5. | 05.09.2015 | Celebration of Teacher's day |
| 6. | 24.09.2015 | Celebration of N.S. S. Day |
| 7. | 2 nd week of October, 2015 | Inter Department Cultural Competition And "Prak-Sharodia" |
| 8. | 19.10.2015 – 14.11.2015 | Puja Vacation |
| 9. | 3 rd week of November, 2015 | Mid -term test for 1 st , 2 nd and 3 rd Hons. and General students |
| 10. | 4 th week of November, 2016 | Nabin Baran Utsav and Annual function |
| 11. | 3 rd Week of December, 2015 | College Annual Sports |
| 12. | 25.12.2015 -01.01.2016 | Winter Recess |
| 13. | 2 nd week of January, 2016 | Selection test for B.A. /B.Sc. 3 rd (Hons. and General) students |
| 14. | 12.01.2016 | Celebration of National Youth Day |
| 15. | 24.01.2016 | Celebration of Calcutta University Foundation Day |
| 16. | 26.01.2016 | Celebration of Republic Day |
| 17. | 2 nd week of February, 2016 | Selection test for B.A. /B.Sc. 2 nd (Hons. and General) students |
| 18. | 21.02.2016 | Celebration of International Mother Tongue Day |
| 19. | 01.03.2016-09.03.2016 | Calcutta University Part -I Compulsory Language Examination |
| 20. | 2 nd week of March, 2016 | Selection test for B.A. /B.Sc. 1 st (Hons. and General) students |
| 21. | 08.03.2016-25.03.2016 | Calcutta University Part -III (Hons. and major) practical examination |
| 22. | 28.03.2016-13.04.2016 | Calcutta University Part -III General practical examination |



| | | |
|-----|---|--|
| 23. | 01.04.2016-12.04.2016 | Calcutta University Part -III B.A./B. Sc./B.Com.(Hons. & Major) theoretical examination |
| 24. | 20.04.2016-26.04.2016 | Calcutta University Part-III General theoretical examination |
| 25. | 03.05.2016-20.05.2016 | Calcutta University Part-II B. Com. Hons. and general theoretical examination |
| 26. | 16 th May,2016 – 30 th June, 2016 | Summer Recess |
| 27. | 24.05.2016 -27.05.2016 | Calcutta University B. A. / B. Sc./B. Com. Part-II (Hons. and Major) theoretical examination |
| 28. | 31.05.2016-13.06.2016 | Calcutta University B. A. / B. Sc./ Part-II (General) theoretical examination |



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03-07-15

(Dr. S. K. Bose)
Principal

Principal
SHYAMPUR SIDDHESWARI MAHAVIDYALAYA

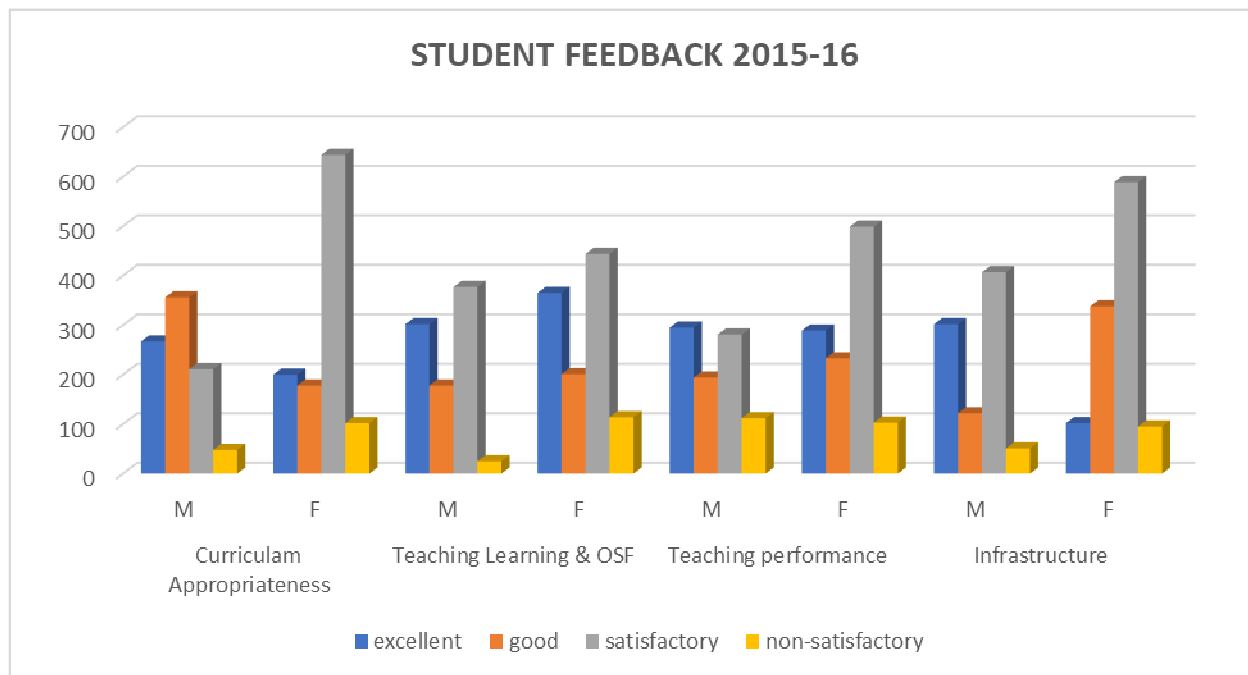


ANNEXURE - II

FEEDBACK from Stakeholders (Students, Parents, Alumni)

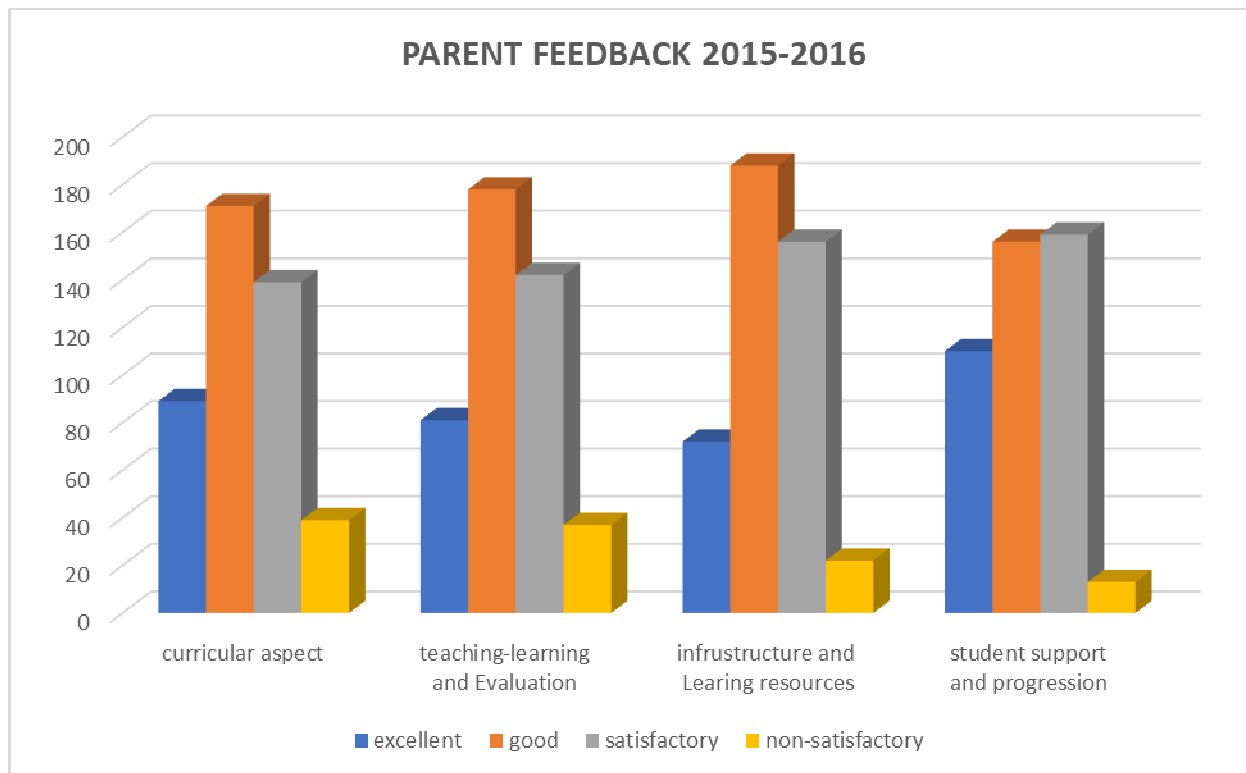
1.3 Feedback From Students

Analysis of the Student's feedback



1.4 Feedback From Parents

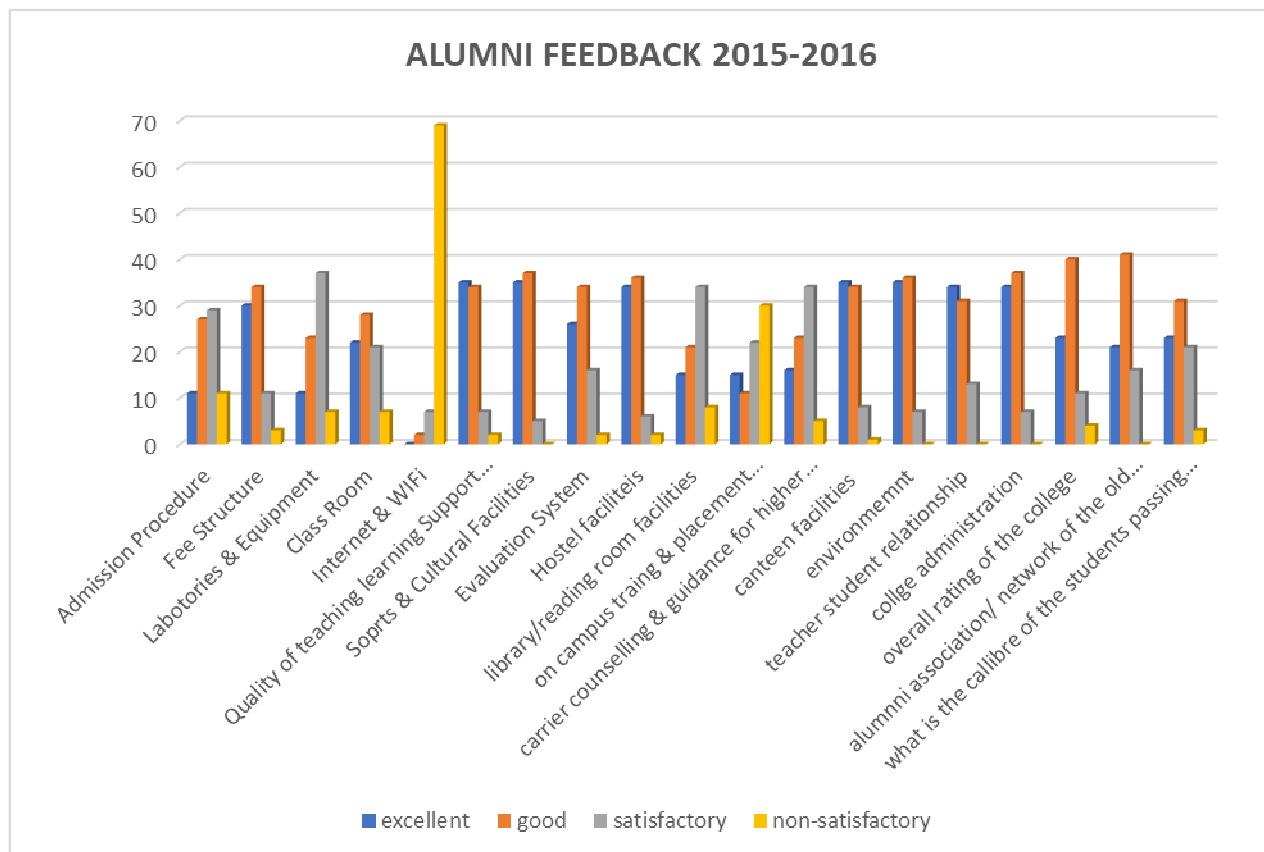
Analysis of the Parent's feedback





1.5 Feedback From Alumni

Analysis of the Alumni feedback





ANNEXURE – III

Best Practice-1

1) Title of the Practise: NSS and Social Awareness.

2) Objectives of the Practice

The objective of this practice is to disseminate the vision and the mission of the NSS among the students at the entry level. This will sensitize the students about their roles and responsibilities as citizens. This practice will nurture the humanitarian qualities of the students as well as engage their attention towards community service and welfare. This will also inculcate the values of sharing, teamwork and responsibility.

3. The Context

With the onset of cyber-culture, the proliferation of the means of accessibility to internet, games, media and entertainment has multiplied manifold. This has led to withdrawal symptoms among teenagers with an apparent apathy to social considerations. Communication gaps, cocooned existence and behavioural irregularities are some of the manifested features of this phenomenon. IQAC felt that this can be addressed by engaging the students in community activities with communication necessities and fixed responsibilities.

4. The Practice

At the beginning of each academic session, the values and objectives of the NSS are introduced to each fresher. It is an interactive session in which the views and opinions of newcomers are also sought. Afterwards, the NSS Co-ordinator of the college visits each department explaining the vision and mission of NSS and enrolls new students. This practice extends learning beyond classrooms, books, exams and grades. Higher education includes the induction of highest ethical and moral standards among the learners. The paucity of financial resources handicaps the effective implementation of various NSS programmes.

5. Evidence of Success

The success of the consistent endeavour of the NSS Programme Officer is reflected in the doubling of the number of NSS units in the college. Even then, the total number of applicants far exceeds the capacity of each of the two units. Moreover, some of the NSS volunteers fare exceedingly well in academics, thereby, demystifying the commonly held ideas of meritorious students. Some of them hone their leadership skills while some others perfect their communication faculties. Finally, their interaction and efforts help to extend the relevance of the college beyond the campus and strengthens the social ties.

6. Problems Encountered and Resources Required

One of the problems seems to mould the young minds to identify with the vision and mission of NSS. One feels that if such activities are introduced at the school level, the outcomes may improve. Secondly, financial handicaps severely impair the scope of outreach of NSS programmes.



ANNEXURE – IV

Best Practice-2

1) Title of the Practice: Man making Education

2) Objectives of the Practice

The principal objective of this practice is to establish that “Education is the Manifestation of Perfection in Man” (Swami Vivekananda). We firmly believe that a holistic approach to education is the need of the hour. Vertical growth of our students must also be achieved along with a horizontal progression. To this end, we focus both on excellence and empathy.

3) The Context

The necessity of such an effort was all the more felt because education in the twenty first century has shifted its focus from enlightenment to empowerment. The globalised workplace demands not just professional but personal excellence, integrity and ethics. This expansion is threatened by an emerging intolerant world order, torn asunder by myriad conflicts and crisis. Our objective has always been to shape and nurture the young minds to negotiate these challenging contours with ease and élan. Our students are our tools to shape an India with a promising tomorrow – not just scholars but men who make us proud and justify the “.....manifestation of perfection in man”

4) The Practice

The practice involves few phases. First, an induction meeting called “SANKALPA DIVAS” is held for the Freshers. They are administered an oath by the Principal of the college, whereby the students pledge to serve the nation and the people. They dedicate themselves to the country promising to uphold the greatest human values and standards. Secondly, some of the faculty members have developed syllabi for a value-based education course. Lectures are arranged at regular intervals delivered by the members of various departments. The course is designed with few thrust areas, namely, a) Universal Values, b) Social Values, c) Professional Values and d) Indian Values and Culture. Lastly, the involvement of students in NSS activities enhances their values, morals and ethics. It provides a perfect platform for the implementation of the value-based education course. No major constraint was faced in designing and delivering the course.

5) Evidence of Success

The success of this “Best Practice” is evident from the increase in the number of students attending this course every day. The relationship between the students and teachers has greatly improved. There is a prevailing aura of well-being, respect and care in the campus. The campus is free from any major discord and disharmony.

6) Problems Encountered and Resources Required.

There has been no major bottleneck in designing and implementing this “Best Practice”. The requirement of resources is minimal.



Abbreviations:

| | | |
|------|---|--|
| CAS | - | Career Advanced Scheme |
| CAT | - | Common Admission Test |
| CBCS | - | Choice Based Credit System |
| CE | - | Centre for Excellence |
| COP | - | Career Oriented Programme |
| CPE | - | College with Potential for Excellence |
| DPE | - | Department with Potential for Excellence |
| GATE | - | Graduate Aptitude Test |
| NET | - | National Eligibility Test |
| PEI | - | Physical Education Institution |
| SAP | - | Special Assistance Programme |
| SF | - | Self Financing |
| SLET | - | State Level Eligibility Test |
| TEI | - | Teacher Education Institution |
| UPE | - | University with Potential Excellence |
| UPSC | - | Union Public Service Commission |
