



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



1.3 NAAC Track ID (For ex. MHCOGN 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)

2017-18

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)
- iii. AQAR _____ 2015-2016 _____ (22/12/2018)
- iv. AQAR _____ 2016-2017 _____ (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 Men Women
Urban Rural Tribal
Financial Status Grant-in-aid UGC2(f) UGC 12B
Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)
TEI (Edu) Engineering Health Science Management
Others (Specify)

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

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"/>		



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="02"/>
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 <input checked="" type="checkbox"/> No <input type="checkbox"/>
If yes, mention the amount	<input type="text" value="95,83,334"/>
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	<input type="text"/>
International	<input type="text"/>
National	<input type="text"/>
State	<input type="text"/>
Institution Level	<input type="text" value="01"/>
(ii) Themes	<input type="text" value="Usage of E-Recourses."/>



2.14 Significant Activities and contributions made by IQAC

- i. Proposal for opening one UG Honours course (Computer Science).
- ii. IQAC encouraged the Eco-Club to collaborate with reputed outside organizations.
- iii. Proposal for introduction of PG course in Bengali and History.
- iv. Teachers were encouraged to participate in various online courses under Swayam and NPTEL.
- v. A proposal for installation of a Napkin Vending Machine as a part of Women Health and Welfare was discussed.

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. Modification of Library for better optimization.	1. Library has been upgraded with modern automated management systems.
2. Preparation for NAAC.	2. Partial completion of the AQAR for upcoming NAAC visit.
3. Governing Body of the college in association with IQAC and TC decided to give award to the best department on the basis of academic performance and co-curricular activities.	3. Students from few departments with exceptional academic or co-curricular record were felicitated.
4. To motivate and involve the student in social and co-curricular activities.	4. Students actively participated in several social activities through NSS unit of the College. Lina Sanki, a student of our college participated and secured 1 st rank in College – University Drawing competition.
5. Upgradation of Science laboratories	5. Procurement of modern laboratory instruments in all science departments.
6. Formation of virtual classroom to modernize teaching-learning process.	6. An ICT enabled virtual classroom has already been established.
7. To put into use the two ponds for pisciculture	7. Already done with the assistance from the BDO Shyampur II

* 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 2017-18 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 these reports to the Governing Body for final approval before the submission to the NAAC. The 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 [Annexure II]

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

CBCS was introduced in B.Com. with revision of syllabus.

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

None

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Principal	Librarian
24	18	03	01	02

2.2 No. of permanent faculty with Ph.D.

07

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	09	0	0	0	0	0	0	0	09

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest	CWTT	PTT
14	04	16

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	06	09	23
Presented papers	12	08	00
Resource Persons	01	03	02



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

1. E journals were procured for the library for benefit of students.
2. Field Trips and Educational excursion have been organized by few departments.
3. Some departments organized seminars with invited speakers for benefit of students.
4. Few departments published wall magazines like Department of Mathematics published “Delta” and Department of English published “Petals”.
5. “NPTEL” and “Swayam” Online courses introduced for the students and faculty members.
6. Students and teachers are enrolled in “National Digital Library” platform to enhance the learning faciality.
7. For audio-visual learning few departments of the college utilized virtual classroom.

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

180

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 were arranged through MCQ

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

None		
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2.10 Average percentage of attendance of students

76%



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)	81	-	1.23	74.07	16.05	91.35
B.A. English (H)	17	-	-	64.71	23.53	88.24
B.A. History (H)	31	-	-	58.06	25.81	83.87
B.A. Political Science (H)	02	-	-	100	-	100
B.A. Philosophy (H)	33	-	15.15	75.76	3.03	93.94
B.A. Sanskrit (H)	29	-	10.34	72.41	13.79	96.54
B.A. Education (H)	24	-	8.33	83.33	4.17	95.83
B.A. Geography (H)	13	-	15.39	76.92	7.69	100
B.Sc. Mathematics (H)	29	-	24.14	65.52	6.90	96.56
B.Sc. Zoology (H)	24	-	16.67	70.83	12.5	100
B.Sc. Chemistry (H)	12	-	8.33	66.67	-	75
B.Sc. Physics (H)	10	-	-	20	20	40
B.Sc. Geography(H)	05	-	-	100	-	100
B.Com. Accountancy(H)	46	-	13.04	52.17	-	65.21
B.A (General)	269	-	-	-	46.84	46.84
B.Sc. (General)	38	-	-	-	65.79	65.79
B.Sc. (Bio. Sc.)	40	-	-	-	87.5	87.5
B.Com. (General)	26	-	-	-	19.71	19.71

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

- i. IQAC through regular interaction with the Heads of the different Departments offers several suggestions in relation to improvement of teaching-learning processes.
- ii. To improve the teaching and learning, several steps like uploading of class notes on lectures by the faculties in the college website, MCQ class tests are introduced.
- iii. The faculty members are motivated to attend the seminar for quality enhancement.



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	01
Faculty exchange programme / FDP	03
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	02	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. Faculty members are encouraged by IQAC for participating in National/ International seminars, workshops and research oriented programme etc.
- ii. IQAC encourages the faculty members to accumulate the research grant from different funding agencies on the basis of availability.
- iii. IQAC encourages the faculty members to apply for the minor research projects from different funding agencies.
- iv. IQAC also encourages the faculty members to use subscribed e-journals for the enhancement of their research ability and facilitation of good research publication.



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	02	--	--	--
Outlay in Rs. Lakhs	2.127	--	2.127	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	07	05	01
Non-Peer Review Journals	02	00	01
e-Journals	00	01	--
Conference proceedings	02	--	--

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	2017-18	UGC	212750/-	189000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
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					06
Sponsoring agencies					T.C

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	<input type="text" value="15"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.22 No. of students participated in NCC events:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.23 No. of Awards won in NSS:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>		
NCC	<input type="text"/>	NSS	<input type="text" value="3"/>	Any other	<input type="text"/>

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

- Thalassaemia Awareness Program and Screening camp jointly organised by NSS with the Department of Haematology, School of Tropical Medicine, Kolkata in the college premises.
- A cleaning program was organised in the premises of Jhumjhumi B.P.H.C.
- A cleaning and Awareness Program were organised in the nearby villages under “Mission Nirmal Bangla”, a State Govt. Project.

**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	24			24
Laboratories	06			06
Seminar Halls	01			01
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)	--	7.37327	RUSA	7.37327
Others		00		00

4.2 Computerization of administration and library

- An office management software, “Smart College” is operational in office through which student database is maintained.
- “VLIS” a library information software is in use at the college library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	25617		315	131733.62	25932	
Reference Books						
e-Books						
Journals	3	5800	6	7100.00	9	12900.00
e-Journals	1	5750			1	5750.00
Digital Database				INFLIBNET -NLIST		
CD & Video	29		1	NPTEL	30	
Others (specify)						

➤ Magazine & Newspaper -22 nos. (Value of Rs. 16189/-)
➤ INFLIBNET-NLIST for E-Journal (Value Rs. 5750/-)
➤ National Digital Library



4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	30	01	03	03	00	06	03	
Added	64	00	27	07	00	06	47	
Total	94	01	30	10	00	12	50	

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

1. The Virtual Classroom is used for ICT based learning.
2. The college is a member in NPTEL local chapter and the teachers are enrolled in different courses for the improvement of their knowledge regarding teaching learning process.
3. The E-Library, adjacent to the central library, offering the students free browsing experience with internet connectivity, ensures that students are able to gainfully utilize their free time between classes.

4.6 Amount spent on maintenance in lakhs :

i) ICT	<input type="text"/>
ii) Campus Infrastructure and facilities	<input type="text"/>
iii) Equipments	<input type="text"/>
iv) Others	<input type="text" value="3.78"/>
Total :	<input type="text" value="3.78"/>



Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The IQAC encourage all the departments to interact with their students for providing need-based support.
- Induction meeting for 1st year students.
- Relevant information available in college prospectus.
- Department wise student’s information.
- Information regarding scholarships are displayed in the college notice board.

5.2 Efforts made by the institution for tracking the progression

- Students feedback
- Verbal communication with students and guardians
- Student’s reunions are organised in most of the departments to collect the record about progression of students.
- Regular meeting of the Academic Committee is organised to track the students’ progress.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3824	--	--	--

(b) No. of students outside the state

--

(c) No. of international students

--

Men	No	%	Women	No	%
	1540	40.27		2284	59.73

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3152	297	00	368	00	3817	3092	206	00	426	00	3824

Demand ratio 1:3

Dropout %



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

The college authority in association with IQAC 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

74

5.5 No. of students qualified in these examinations

NET

04

SET/SLET

GATE

01

CAT

IAS/IPS etc

State PSC

UPSC

Others

22

5.6 Details of student counselling and career guidance

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

No. of students benefitted

40

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

NIL

5.9 Students Activities

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

State/ University level

12

National level

06

International level

00

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	90	64,500/-
Financial support from government	1449	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: -

- Building employability resources for students.
- Encouraging 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.

6.2 Does the Institution has a management Information System

Yes, the college has a student Database Management Software which keeps the detailed record of the admitted students.

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

6.3.1 Curriculum Development

- The college, being an affiliated institution, cannot play a significant role in curriculum development activities independently.
- The institution constantly keeps in touch with its affiliated university. Regular formal and informal meetings are conducted throughout the academic sessions to keep at per with the latest development with the different field of study.
- Faculty members participate in various workshops conducted by the university.



6.3.2 Teaching and Learning

1. Group Discussion, Group Quiz and Short objective tests are conducted by various Departments to facilitate the students' learning.
2. E-Resources, PPTs and Film Shows are mechanisms of lesson delivery apart from chalk and talk method.
3. Informal Remedial Classes are conducted for learners with difficulty.
4. College examination results are analysed and measures are adopted for academic improvement.
5. Educational tours are arranged by Departments of Botany, Zoology and Geography as a part of the curriculum.

6.3.3 Examination and Evaluation

- As a part of the process of preparation for finals the college follows the University calendar of Examination including Mid-Term and Selection Tests.
- Regular Class Tests are also conducted to chart the progress of the students.
- Students are given access to the answer scripts and their mistakes explained in detail.
- Off class interaction, Group Discussion and Group Quiz of particular topics not only help the students to tide over their problems but also enable the faculty members to form an impression and monitor the students.

6.3.4 Research and Development

- Nineteen research papers published in international and national journal during this session.
- One book and Seven chapters have been published by different faculty members in this session.
- Thirty-eight Seminars have been attended and twenty papers presented in seminars and conferences.
- Six faculty members functioned as Resource Persons in various seminars.
- Teachers are encouraged to engage themselves in research work.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. The new restructured library has started operations.
2. Digitization of library resources has been initiated.
3. We are registered with NDL, INFLIBNET, NPTEL networks.
4. Books amounting to Rs. 131733.62 have been purchased in the library.
5. Sixty-four computers have been purchased out of RUSA Grant.
6. New equipment's have been added to the laboratories.



6.3.6 Human Resource Management

1. Teachers actively help in academic and administrative needs. Periodic meetings of the Teacher's Council, Departmental Head, intra-Departmental 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 ARE maintained through Human Resource Management System (HRMS).
3. Teachers are motivated to participate regularly in various Faculty Improvement Programmes 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 an when falls due. This year ten teachers have been benefited from this exercise.

6.3.7 Faculty and Staff recruitment

1. Substantive faculty recruitment is beyond the scope of the institution.
2. Requirement-based Guest faculty recruitment has been done.

6.3.8 Industry Interaction / Collaboration

The Department of Zoology has arranged for an interaction of the students with West Bengal Poultry Federation and visited their exhibition, Kolkata International Fair organized in 2018.

6.3.9 Admission of Students

The admission process of the college is completely online fulfilling all the prerequisites of Government of West Bengal, Department of Higher Education and University of Calcutta. Admission is strictly based on merit and student counselling takes place at the time of admission. All relevant information's are provided in the college website and reservation policy is assiduously maintained. A Student Help Desk is maintained for students seeking information and assistance within the college premises.



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">Concession for studentsCheap canteenPurified drinking waterCommon room and Gymnasium.

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		Authority	
	Yes/No	Agency	Yes/No	Internal
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 No

For PG Programmes Yes No

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

N. A.

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

N. A.



6.11 Activities and support from the Alumni Association

1. Alumni of our college always extends a helping hand to the college authorities in most of the events organized by the college.
2. Alumni participates and even officiates in the college Annual Sports.
3. Alumni of the college initiated a Social Awareness Campaign on equal opportunity in areas to the college.

6.12 Activities and support from the Parent – Teacher Association

Through regular parent-teacher meetings parents of the students of this college are kept aware of their performance. Suggestions are also sought from the parents during these. This system of regular feedback meetings leads to the improvement in the performance of the students.

6.13 Development programmes for support staff

1. Sensitising the supporting staff about equal opportunity.
2. Sensitising the supporting staff about no discrimination policy.
3. Introduction and explanation of the NAAC mechanism and assessment and accreditation of which they are an integrated part.
4. ICT based training for handling of various data and data formats in response to the extension of e-governance activities by the Government of West Bengal.

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

1. Maintenance of Biodiversity Register of College Campus.
2. Maintenance of Butterfly Garden and Medicinal Plant Garden within campus.
3. Awareness campaign for rain water harvesting.
4. Making the campus plastic free.
5. Plantation of trees and proper care for the existing trees.



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. Medicinal garden and Butterfly garden have been created.
2. Kanyashree Scheme (One-time financial assistance) has been implemented with a number of girl students benefitting from this scheme.
3. Introduction of Digital Database detailing the activities and achievements of Ex-students of the college.

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

PLAN	ACTION TAKEN
1. Promoting participation of students in various co-curricular events.	1. A student of this institution named Lina Sanki participated in the inter college-University drawing competition on “Bhagini Nibeditar Sebabrata” organized by R. K. Mission Vidyamandira, Belur math, Howrah, in commemoration of the 150 th Birth Anniversary of Sister Nibedita on 10 th Nov., 2017 and secured 1 st rank in the competition.
2. Enhanced teaching-learning process.	2. Informal Student Counselling, analysis of academic performance of students and measures of improvement are adopted.
3. Modified library for better optimisation.	3. Library has shifted and restructuring is underway thereby improving the operational dynamics of the institution.
4. Preparation of NAAC.	4. Preparation of NAAC has been expediated.
5. Publication of the second issue of the e-journal of college with ISSN.	5. Call for papers have been issued, papers have been reviewed and submitted.
6. Preparation for Running new CBCS system smoothly.	6. Faculty updated itself to fulfil all the requirements of the course.
7. Preparation for CBCS in B. Com.	7. The job has been done.
8. G.B. of the college in association with IQAC to give award to the best department on the basis of academic performance and co-curricular activities.	8. Proposal is yet to be implemented.
9. T.C. of the college proposes to award annually the candidate scoring highest marks in the accumulated results of the Six Semesters (under the CBCS) for the three progs running in the college namely B.A., B.Sc. and B.Com.	9. Proposal is yet to be implemented.



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

1. Women Empowerment
2. Value based Education

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

7.4 Contribution to environmental awareness / protection

1. Reducing unnecessary use of energy and promoting use of solar power systems among students and local people.
2. Effort for proper maintenance of all the existing trees.
3. Maintenance of a medicinal plant garden and interactive classes for students about the usefulness of the trees and herbs.
4. Campaign against wildlife hunting and revenge killing among local tribes and villagers.
5. Campaign against illegal felling of trees in and around campus.
6. Rescue of wildlife in collaboration with the Department of Forest, Govt. of West Bengal.
7. Biodiversity documentation and preparation of baseline data for college campus and surrounding villages.
8. Awareness campaign to reduce the use of fossil fuel and impact of global warming.
9. Sensitization of local people about water use, use of biofertilizer etc.

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. Infusion of new faculty members have reduced the acute shortage of teaching staff adding to an improved teaching-learning process.2. All the new faculty members are engaged in research thereby enhancing the research climate of the institution.3. Huge catchment area is providing an enhanced stream of students for all discipline.4. Commendable performance of the students in games and sports.5. A restructured library capable to meet every necessity of students and staff.6. Regular interaction from the alumni and the parents and analysis of the feedback enable location of the pitfalls of the teaching-learning process.7. No records of sexual harassment or ragging reported in the campus.	<p>Weakness:</p> <ol style="list-style-type: none">1. Inadequate research outcomes.2. Lack of off-campus and in-campus placement activities.3. Inadequate classrooms and laboratories.4. Inadequate number of computers and computer laboratories.5. Absence of NCC unit in the college.6. Inadequate number of teaching and non-teaching staff.
<p>Opportunities:</p> <ol style="list-style-type: none">1. To build up an effective placement cell.2. To use the huge campus for opening up of B. P. Ed. Course.3. Resource generation and resource utilization can be mobilised for introducing B. Ed. Course in the institution.4. In association with Department of Animal Husbandry poultry farming, apiary, pisciculture etc. can be introduced.5. The institution has the opportunity to open up centres for students to prepare them for different competitive examinations in the State as well as National level.	<p>Challenges:</p> <ol style="list-style-type: none">1. Acute shortage of teaching and non-teaching staff works as a serious impediment in imparting quality education.2. To empower the students to face the challenges arising out of the needs of globalised work place.3. To develop the college online journal to a journal of national significance.4. To plan and implement mechanisms to tackle the dropout rate of students.



8. Plans of institution for next year

1. To participate in various Government & Non-Government youth festivals.
2. Preparation of e-Prospectus.
3. To apply for various National level seminars when UGC windows for XII Plan is open.
4. To construct a First Aid Room for students and staff.
5. To consider the feasibility of constructing a language lab without which no Communicative English Course can be fruitfully delivered to the students.
6. To convert a few classrooms to be friendly to the differently abled.
7. Plan for opening one new UG Honours course (Computer Science).
8. Collaboration of “Eco-Club” with reputed Non-Governmental Organizations working in the field of Wildlife Conservation and Rural Biodiversity Management.
9. Setting up of science, literature and social science clubs.
10. Introduction of self-defence training for girls.

Name Rajarshi Mukherjee

Name Dr. Santu Kumar Bose

Signature of the Coordinator, IQAC

**Coordinator S. S. Mahavidyalaya
Ajodhya, Howrah**

Signature of the Chairperson, IQAC

**Principal
Shyampur Siddheswari Mahavidyalaya
Ajodhya, Howrah**



ANNEXURE - I
Academic Calendar
(July 2017 – June 2018)

Sl. No.	Date	Events
1.	19-07-2017	Commencement of Classes for B.A./B.Sc. 3rd year students.
2.	20-07-2017	Commencement of Classes for B.A./B.Sc. 1 st year students.
3.	3rd week of July, 2017	Sankalpa Divas
4.	3rd week of August, 2017	Commencement of Classes for B.A./B.Sc. 2nd year (Honours & General) students.
5.	15-08-2017	Celebration of Independence Day Celebration.
6.	17-08-2017	Celebration of College Foundation Day.
7.	05-09-2017	Celebration of Teachers' Day.
8.	24-09-2017	N.S.S. Day Celebration
9.	3rd week of September, 2017	Inter Department Cultural Competition And "Prak-Sharodia"
10.	25-09-2017 to 21-10-2017	Puja Vacation
11.	3rd week of November, 2017	Mid-Term Examination of B.A., B.Sc. & B.Com. 1st, 2nd, 3rd year (Honours & General).
12.	4th week of November, 2017	Celebration of Nabin Baran Utsab and Annual Function of the College.
13.	2 nd week of December, 2017	B. A./B. Sc. Part-III (Hons. & General) Test Exam.
14.	2 nd week of December, 2017	College Annual Sports
15.	25th December, 2017 to 1st January, 2018	Winter Recess
16.	1st week of January, 2018	B.A., B.Sc. & B.Com. Part-II Test Examination (Honours & General)
17.	12-01-2018	Celebration of National Youth Day (organized by NSS Unit)
18.	23rd January, 2018	Celebration of Netaji Birthday.
19.	24 th January, 2018	Celebration of University Foundation Day
20.	26 th January, 2018	Celebration of Republic Day (Organization by NSS & Students' Union)
21.	8 th February, 2018- 18 th February, 2018	Supplementary examination for 2017 of Part-I & Part-II students
22.	20 th February, 2018- 27 th February, 2018	Calcutta University Part -I Compulsory Language Examination
23.	21st February, 2018	Celebration of Mother Tough Day.
24.	8 th March, 2018 - 28 th March, 2018	Calcutta University B. A. /B. Sc. Part -III (Hons. & Major) Practical Examination



25.	29 th March, 2018 – 13 th April, 2018	Calcutta University B. A. /B. Sc. Part -III (General) Practical Examination
26.	29 th March, 2018 – 24 th April, 2018	Calcutta University B. Com. Part -II (Hons. & General) Practical Examination
27.	4 th April, 2018 – 13 th April, 2018	Calcutta University B. A. /B. Com./ B. Sc. Part -III (Hons. & Major) theoretical Examination
28.	16 th April, 2018 – 23 th April, 2018	Calcutta University B. A. /B. Com./ B. Sc. Part -III (General) theoretical Examination
29.	14 th April, 2018	Chaitra Sankranti and Birthday celebration of B. R. Ambedkar
30.	3 rd May, 2018 – 25 th May, 2018	Calcutta University B. Com. Part -II (Hons. & General) theoretical Examination
31.	31 st May, 2018 – 5 th June, 2018	Calcutta University B. A. / B. Sc. Part -II (Hons. & Major) theoretical Examination
32.	8 th May, 2018 – 3 rd June, 2018	Calcutta University B. A. / B. Sc. Part -II (General) theoretical Examination
33.	16 th May, 2018 – 30 th June, 2018	Summer Recess
34.	21-06-2018	Celebration of International Yoga Day.



(Handwritten signature and date: 07-07-17)

(Dr. S. K. Bose)
Principal

Principal
SHYAMPUR SIDDHESWARI MAHAVIDYALAYA

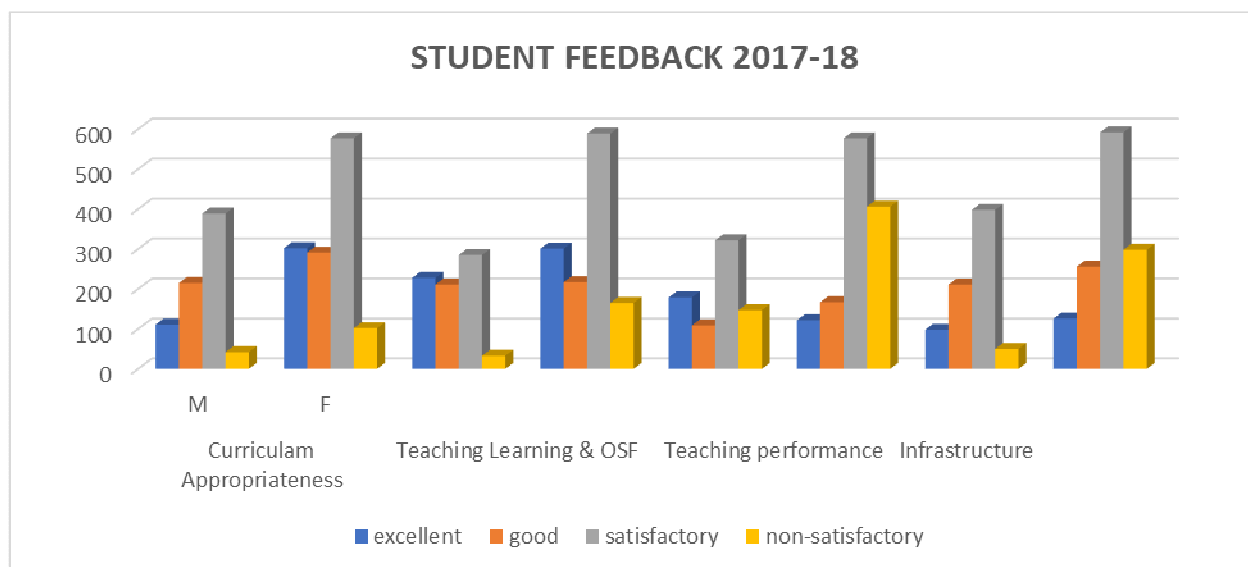


ANNEXURE – II

FEEDBACK from Stakeholders (Students, Parents, Alumni)

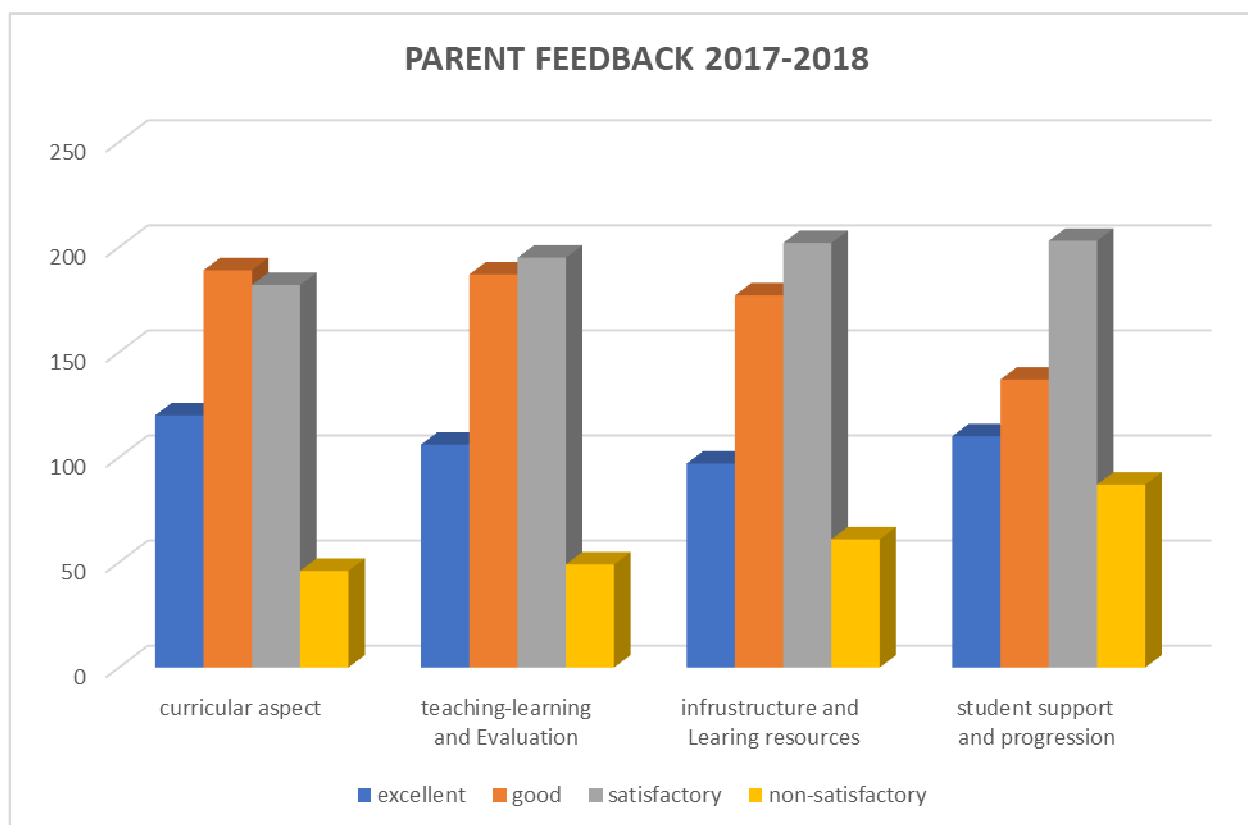
1.3 Feedback From Students

Analysis of the Student feedback



1.4 Feedback From Parents

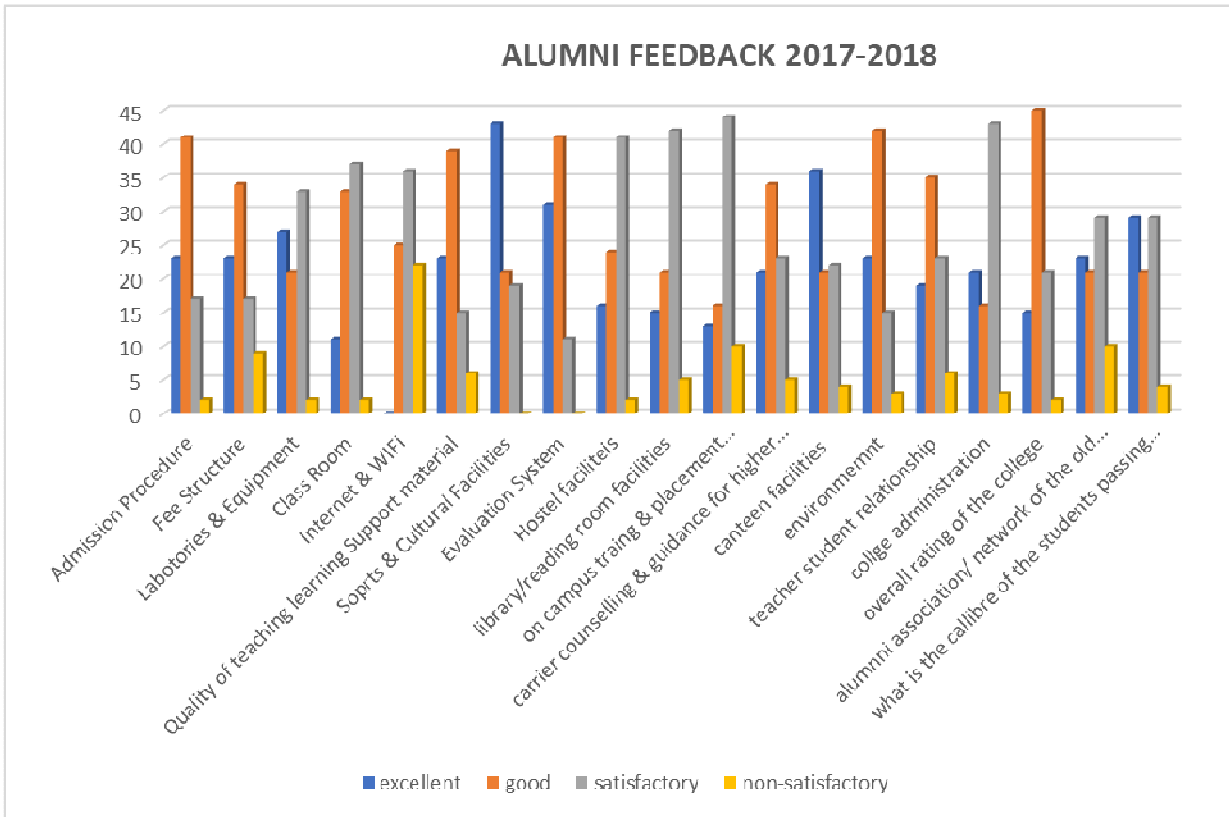
Analysis of the Parent's feedback





1.5 Feedback From Students

Analysis of the Student feedback





ANNEXURE – III

Best Practice - 1

Women Empowerment

1. Title of the Practice:

2. Objectives of the Practice

Women constitute more than 50% of the total student strength of the college. They come from rural areas, where miserable conditions of utter poverty, illiteracy, ill-health and superstition take hold of their lives. Thus, they are doubly affected by the backwardness and discrimination. So, the college has resolved to take up the cause of Women Empowerment for the girl students with the objectives of -

- Mentoring girl students on women specific issues with one women teacher as mentor for every 20 women mentees.
- Creating an environment through awareness programmes to enable the students to realize their full potential for learning and solving their problems independently.
- Arranging special sessions with the police and social activists for enabling the female students to be aware of several types of 'evil designs' by professional criminals for the worst type of exploitation taking the advantage of their innocence and gullibility.
- Dealing amicably with the student victims of exploitation of all sorts maintaining utmost confidentiality of the private life to protect their dignity.
- Involving social activists and government officials to enlighten the students on human rights and fundamental freedom for equal rights and opportunities.
- Organizing debates and discussions on gender equality to enable the students to realize gender sensitization, thus leading to more equality and harmony in family and society.
- Conducting seminars and special sessions on ragging, eve-teasing and dowry system to expose the ill-effects of the evils.
- Extending financial assistance to the deserving poor women of disadvantaged sections to help acquire their degrees.
- Organizing exclusive health camps for women students by women doctors for free treatment of women-related health problems and conducting awareness programmes on the importance of sanitation, personal hygiene and prevention of seasonal diseases.
- Tackling the social, developmental, health consequences and prevention of HIV/AIDS from a gender perspective.



3. The Context

- The girl students, in the beginning were not enthusiastic to participate in the deliberations.
- Some parents and staff vehemently opined that the awareness/sensitization programmes defeated the very purpose of sending their wards to college.
- The coordinator and the members of the unit had to visit certain families and persuade the parents that all the programmes were meant for the betterment and empowerment of their dear daughters.
- As the gender sensitization programmes design revealed several disparities and inequalities, that we might not have noticed earlier, people especially the other gender, argued discussing gender and gender roles would break up families and destroy society.
- Similarly, the various legal protective provisions for women were misunderstood as undue favour meant to belittle men.
- Even some teachers supporting the argument often opined that the change was difficult to be accepted as the ideas emanated from these seminars/workshops/debates on gender inequalities appeared new and startling.
- Some parents even found fault with the college that their children were detained in the college beyond working hours for unconnected and counter-productive programmes.

Under these circumstances, the college has thought it appropriate to forge ahead with the objective implementations for which an exclusive cell would be created.

4. The Practice

Discrimination against women even in the 21st century is a devastating reality. That is why 'gender inequality' has been a matter of serious concern across the globe and within the countries. India still has a long way to go before achieving gender equity and empowerment of women. The majority of the girls in the college belong to the weaker sections including scheduled caste, scheduled tribes, other backward classes and minorities without proper access to education, health and other productive resources. Therefore, they remain largely as the marginalized poor and socially excluded. The poverty-stricken and tradition-bound parents reluctantly admit their daughters to colleges. Being the most vibrant and dynamic segment, the youth including girls, is our most valuable human resource. We cannot afford to neglect our female force to be the victims of discrimination, exploitation and segregation. So, the college resolved to empower female students to face the vicissitudes of life boldly and successfully for a life of peace, harmony and dignity.



To achieve the aim, the college had established a Women Empowerment Cell (WEC) with a senior woman teacher as its Coordinator and three other senior women teachers as its members. All female students are eligible to take membership of the Cell irrespective of their status. There are sixty girl student members in the unit.

The Coordinator and the members of the unit meet twice a month and decide the conduct of awareness sessions during leisure hours sensitizing the girls to know why and how they are given subservient role in spite of their equal or even more abilities than their counterparts. They also draw an annual action plan for organizing various awareness programmes and interactive sessions. The Principal along with the Coordinator monitors the implementation of the plan. The Coordinator and the members are responsible for the implementation of the programmes in consultation with NGOs and government officials from the Department of Social Welfare, Adult Education, Women and Child Welfare, Judiciary and Medical Departments.

The Women Empowerment Cell is working for the protection of women's rights and tries to create conditions where girls can gain confidence in their abilities. It aims at curbing the social evils like eve-teasing, ragging and dowry system providing necessary counselling and guidance by professional women counsellors, social and rights activists, enlightened academics and professional psychologists and psychiatrists, so that the women students become aware of unjust gender discrimination, the human rights, the legal provisions available for their protection, importance of higher education for higher enlightenment, mental and physical fitness.

The College has organized few productive programmes so far. The Cell also arranges exclusive medical camps for girls for the treatment of women-related health problems.

5. Evidence of Success

Since this is a very new concept keeping in mind the mental backwardness of the students as well as the parents the Women Empowerment Cell concentrates solely on building awareness and sensitization. The aim is to relieve the girl students from negative feelings of inequality, diffidence and shyness in varied sociocultural contexts and make them confident human beings. It takes a responsible and sympathetic view of the girls who seem to be misled somehow or the other throwing their families into turmoil.



6. Problems Encountered and Resources Required

- ✓ The modest and diffident students were reluctant to cross their academic borders affecting the successful conduct of awareness programmes.
- ✓ The first awareness camp for female students on HIV/AIDS received a discouraging response as women's talking about AIDS is still a taboo.
- ✓ Ensuring all-round support and participation of women teachers in the programmes is also a tough task.
- ✓ Women students' impulsiveness in the matter of love in the adolescent age is a sensitive issue to be dealt with by women teachers.

Organizing various programmes during working hours, sometimes, has led to sacrificing the class schedule. Implementation of the annual plan and its monitoring has become a tough task in view of tight academic schedule.



ANNEXURE – IV

Best Practice – 2

Title of the practice: Value based Education

Objectives:

We think education should not be restricted in the classroom or laboratory rather it is extended beyond these limitations. We are trying to run a man-making education system. The main objective of this practice is that to develop the humanistic behaviour of the students, so that they can able to keep pace with the fast life successfully with their ethical values in place.

The Context:

In present day, it is seen that humanity and values are degraded gradually because of fast life, desire to get quick success and rocket spacing movement in all spheres of life. At this juncture, IQAC proposes to introduce value-based education in the regular curriculum for the purpose to develop the moral sense of the students. In this context, we are trying to sensitize the humanistic faculties of the students through the value-based education so that they will grow into sensible citizen.

The Practice:

To implement the value-based education, IQAC proposed to Academic Council to prepare a fruitful curriculum for three years. Academic Council developed the curriculum including various dimensions of values, biography of notable persons, humanistic attitude developing techniques etc.

Evidence:

The implementation of value-based education is now partially successful. For this, the important evidences are as follows:

- (1) Preparation of curriculum regarding value-based education has been done.
- (2) One class of value education is allotted per week for each stream i.e., in Arts, Commerce and Science.
- (3) One MCQ type test is arranged after the completion of the course in each year.
- (4) Departmental seminar regarding value-based education was organized.

Problems: We are facing some problems to implement that value-based education. Problems are as follows-

- (1) Lack of encouragement of students
- (2) Lack of attractive representation
- (3) Examination phobia



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
