



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		KULTI COLLEGE
Name of the head of the Institution		DR SUPRIYO CHAKRABORTY
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		034122515711
Mobile no.		9933037599
Registered Email		kulticollege_kulti@yahoo.co.in
Alternate Email		srinjoy9503@yahoo.co.in
Address		KULTI COLLEGE , KULTI
City/Town		KULTI
State/UT		West Bengal
Pincode		713343
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	state
Name of the IQAC co-ordinator/Director	DR. ARVIND MISHRA
Phone no/Alternate Phone no.	03413564367
Mobile no.	9832213194
Registered Email	drarvindmishra1973@gmail.com
Alternate Email	arvind_mishra_rng@yahoo.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.kulticollege.ac.in/pdf/aqar/AQAR-2018-2019.pdf
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4. Whether Academic Calendar prepared during the year

Yes

if yes,whether it is uploaded in the institutional website:
Weblink :

<http://www.kulticollege.ac.in/pdf/academic-calendar/ACADEMIC-CAL-2019-20.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	C	1.8	2009	08-Mar-2009	07-Mar-2014

6. Date of Establishment of IQAC

24-Jun-2016

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
No Data Entered/Not Applicable!!!		
No Files Uploaded !!!		

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

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

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

• Worked extensively towards academic excellence which resulted in better performance of students in university exams and various semesters. Remedial classes are proposed to enable weak students to cope with the increasing pressure. • Proposed to conduct a special lecture series for all the B.A/B.Sc/B.Com and BBA students by the resource persons by the nearby college and the institution. • IQAC has also proposed the opening of new professional streams like BCA and BBA • Encouraged students to get coaching and participate in various sports. Kulti College has shooters at the national level. • Extensive social and extension activities are done through NSS, and NCC resulted in a student nomination for the State and National level NCC award.

No Files Uploaded !!!

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

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
View File	

14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1"> <tr> <td>Name of Statutory Body</td> <td>Meeting Date</td> </tr> <tr> <td>Governing body</td> <td>27-Nov-2021</td> </tr> </table>		Name of Statutory Body	Meeting Date	Governing body	27-Nov-2021
Name of Statutory Body	Meeting Date				
Governing body	27-Nov-2021				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2020				
Date of Submission	31-Dec-2020				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	College has well built management information system. The following modules are currently operational: Student admission Student Fees collection Accounting Pay Roll				

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Efficient planning is of primary significance as far as effective implementation of the University prescribed curriculum is concerned. With the introduction of the Choice Based Credit System (CBCS) the college calendar plays the initial role to set our goals in the right direction. We calculate our workload and distribute it after taking into consideration the teaching preferences. All faculty members are asked to submit modules of the curriculum to be taught and advance accordingly. Apart from the traditional teaching learning methods of whiteboard and lecturing, our college emphasises curriculum delivery through practical learning. The students are encouraged to research on topics within the curriculum and cross-cutting issues and present research papers or presentations with recommendations to solutions. Critical thinking is encouraged through the various debates, role-playing and class discussions. The curriculum is enhanced through the conduct of projects and field trips giving insights beyond the syllabus. The college arranges an array of co-curricular activities to enrich the curriculum. All classrooms are Wi-Fi enabled. This provides for interactive classroom learning. The Principal is ever vigilant about the implementation of the plans by interacting with the teachers and students. The responses gathered via the student feedback survey helps us to identify areas of improvement in curriculum delivery and evaluation

methods. The Coordinators of the Self-Financed Courses are also equally agile as far as curriculum implementation is concerned. The progress of the students is maintained through regular tests, presentations and semester-end exams. Remedial classes, bridge lectures and tutorials are conducted for the weaker

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

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

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

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

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

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	Yes

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

Feedback Obtained

Efficient planning is of primary significance as far as effective implementation of the University prescribed curriculum is concerned. With the introduction of the Choice Based Credit System (CBCS) the college calendar plays the initial role to set our goals in the right direction. We calculate our workload and distribute it after taking into consideration the teaching preferences. All faculty members are asked to submit modules of the curriculum to be taught and advance accordingly. Apart from the traditional teaching learning methods of whiteboard and lecturing, our college emphasises curriculum delivery through practical learning. The students are encouraged to research on topics within the curriculum and cross-cutting issues and present research papers or presentations with recommendations to solutions. Critical thinking is encouraged through the various debates, role-playing and class discussions. The curriculum is enhanced through the conduct of projects and field trips giving insights beyond the syllabus. The college arranges an array of co-curricular activities to enrich the curriculum. All classrooms are Wi-Fi enabled. This provides for interactive classroom learning. The Principal is ever vigil about the implementation of the plans by interacting with the teachers and students. The responses gathered via the student feedback survey helps us to identify areas of improvement in curriculum delivery and evaluation methods. The Coordinators of the Self-Financed Courses are also equally agile as far as curriculum implementation is concerned. The progress of the students is maintained through regular tests, presentations and semester-end exams. Remedial classes, bridge lectures and tutorials are conducted for the weaker students.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
View File				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	592	Nill	19	Nill	Nill

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
49	22	Nill	Nill	Nill	Nill
View File of ICT Tools and resources					

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

Kulti College offers thorough mentoring system to the students for their all-round development. The main objective of the mentoring system is to provide the students a steadfast support system, to motivate them to outshine in both academic and extra-curricular field and to guide them towards a bright future. Following are the main features of the mentoring system: ? Both Honours and Program students of each subject are assigned to group of faculty members of the same department who mentors their respective group of mentees in various field of their campus life. ? The main objective of the mentors is to assure that the students are attending their classes regularly, having a clear understanding of the subjects, interacting with the teachers for a comprehensive learning. ? Mentors specifically identify the academically challenged students and pay special attention to their problems. ? Mentors of each group also guide them in their extracurricular and personal problems hindering their education. ? Department of Geography, Botany, Zoology and Microbiology used to conduct educational excursions (pre-COVID time) with the purpose of both effective learning as well as mentor/mentee bonding. ? Before the pandemic regular parent-teacher meetings were organised by the departments to discuss the progress as well as difficulties faced by the students for a clear picture of their campus life. The mentoring system benefits the students in several ways: ? Students get the advantage of a caring support system upon entering this new challenging life. ? They get a proper counselling to face the academic, intellectual and professional challenges. ? The mentees are properly guided to use the huge resource offered by the institute, nurture their academic development and refine their extracurricular skills for an inclusive growth.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
592	19	1 : 31

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
26	19	7	3	11

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous Internal Evaluation (CIE) Our institution believes that learning is a process that requires continuous evaluation so that the students can identify their mistakes and become aware of their shortcomings. In our institution, we

practice the process of Continuous Internal Evaluation (CIE) rigorously. This includes a series of class tests, question and answer sessions, project works, assignments, seminar representations, etc. The copies of the class tests are thoroughly evaluated and are shown to the students for their reference. We also organize question and answer sessions regularly, so that the students can become aware of their lacunas. After every exam, we discuss the answers with the students for their future reference. To rectify and eradicate doubts, we organize doubt clearance sessions for a comprehensive understanding of the portion after the completion of every topic. We also organize departmental seminars on various to equip our students for higher studies. Here, at Kulti College, we strongly believe that "practice makes a man perfect" thus, we pay utmost importance to the process of CIE. This allows our students to go through a continuous practice that not only prepares them for the university exams but also for the future. Further, based on our evaluation we conduct remedial classes for the weaker students. Francis Bacon has aptly said in his essay "Of Studies" that, "Reading maketh a full man, conference a ready man and writing an exact man". Thus, with the help of the CIE process, we ensure that all these important aspects of knowledge - reading, writing and public discourse—are properly taken care of. We believe in the holistic development of our students and with the help of the CIEs, we thrive to make our students ready for tomorrow.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Every year our Institution prepares an academic calendar under the supervision of the IQAC. At present our Institution is affiliated under Kazi Nazrul University, so the academic calendar of our college is prepared following the schedule of the affiliating university's academic calendar cum holiday list. The academic calendar contains the yearly schedule of the college including the list of holidays (national holidays, state holidays, local holidays and the institutional holidays) and schedule of the internal college examinations. It also contains the schedule of University examinations which are conducted at the end of each semester by the affiliating University. The tentative dates of activities such as Parentteacher meeting, other cultural programmes, College sports etc are also provided in the academic calendar.

2.6 – Student Performance and Learning Outcomes

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

<http://www.kulticollege.ac.in/pdf/progress-outcome/Progress-Outcome-2019-20.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
View File					

2.7 – Student Satisfaction Survey

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

<http://www.kulticollege.ac.in/pdf/student-feedback/Student-Feedback-2019-20.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

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

3.2 – Innovation Ecosystem

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

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

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

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

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
View File			

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

Department	Number of Publication
Bengali	3
History	3
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/

Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
View File				

3.4 – Extension Activities

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

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

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.5 – Collaborations

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

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

No file uploaded.

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

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

No file uploaded.

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

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

No file uploaded.

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
500000	331857

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing

No file uploaded.

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL 1	Partially	1.0	2008

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	15481	2419413	95	29178	15576
Reference Books	99	37442	3	450	102	37892
Journals	712	22823	14	685	726	23508
e-Journals	2	Nill	Nill	5900	2	5900
CD & Video	45	1007	Nill	Nill	45	1007
No file uploaded.						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	45	5	0	0	1	10	29	0	0
Added	1	1	0	0	0	0	0	0	0
Total	46	6	0	0	1	10	29	0	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
300000	208610	200000	123247

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory,

library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The Institute makes budgetary provision under different heads for maintain and utilizing the campus infrastructure facilities. The Governing Body on recommendation of the Finance Committee assigns funds for maintenance and repairing. The allocated funds are utilized under the supervision of various monitoring committees such as Purchase Committee, Repair and Maintenance Committee, Library Committee, Lab Maintenance Committee, Students Aid Fund Committee etc of the College. To maintain and up keep the campus infrastructure facilities and equipments, following activities are undertaken by the college:

- There is Stock Maintenance Committee in every Lab based department, which maintains the Stock register by physically verifying the items round the year.
- Department wise annual stock verification is done concerned Head of the Departments.
- Regular maintenance of Computer Laboratory equipments are done by Laboratory Assistants along with Laboratory Attendants.
- Overall development of the campus is done by the Cleanliness Committee of the college.
- Regular cleaning of water tanks, proper garbage disposal, and maintenance of lawns is done by College Staff.
- Cleanliness in college Students' Hostel is maintained through College Staff.
- Outsourcing is done for maintenance and repairing of its infrastructure such as computers, instrument facilities etc.
- Outsourcing done for the maintenance of wooden furniture, electrification and plumbing The maintenance of the reading room and stock verification of Library books done regularly by the Library Staff.
- The college canteen is monitored by College Staff which looks after the quality of foods and rate of different food items.
- Gate keepers and night guards (235) are appointed by the college authority on contractual basis for security purpose of the college and college Girls' Hostels.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nill	Nill	Nill
Financial Support from Other Sources			
a) National	Nill	Nill	Nill
b) International	Nill	Nill	Nill

[View File](#)

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
FUNCTIONAL ENGLISH	01/07/2016	25	Nill

No file uploaded.

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

Year	Name of the	Number of	Number of	Number of	Number of

	scheme	benefited students for competitive examination	benefited students by career counseling activities	students who have passed in the comp. exam	students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
No Data Entered/Not Applicable !!!		

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
View File					

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

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

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

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

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

The Students' Union of this college is a statutory body (election required) of the students' representatives. On the whole, they join hand in hand with college administration and faculty members to ensure the overall development of this institution and to maintain disciplined atmosphere in the campus as well. The members of Students' Union always provide their assistance to the general students in matters of admission procedure, getting several scholarships and concession in different fees for eligible students. The General Secretary (GS) of this body acts as one of the members of the Governing Body of the college, where he/she puts forward his/her suggestion on various issues related to the administrative and academic affairs of the institution. Problems faced by the students are often being communicated by GS to the authority in order to reach out supportive solutions. Throughout the year the Students' Union involves itself to observe the days of national importance, such as Youth Day on 12th January, Netaji's birthday on 23rd January, Republic Day on 26th January, 'Kanyashree Dibos' on 14th August (a West Bengal Government scheme to facilitate the education for girl students), Independence Day on 15th August, Teachers' Day on 5th September and so on. For upliftment of the cultural health of the students they, on a regular basis, organize events like annual sports, annual cultural programme and fresher's welcome. Every year the Students' Union takes enthusiastic initiatives to organize cultural competition among the students, such as singing, dancing, drawing etc. and evaluation is made through proper judgment by teachers and invited eminent persons of the locality, followed by prize distribution. As part of discharging the duty of social responsibility the Students' Union, by raising funds, undertakes programme for community development in the area of neighbouring villages by providing winter clothes, foodstuff and other necessary articles. Thus, in general, the Students' Union of this college marks its presence in usual affairs of the institution with a constructive vision.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

900

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

00

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Principal, Heads of the departments, teaching and non-teaching staff along with student representatives' together focus on encouraging the advancement of the foundation by sharing the obligations and participating development of the organization. The Principal is the member secretary of the governing body and chairperson of the IQAC. The Principal in meeting with the Teachers of

different committees for arranging and execution of various academic, student administration and related policies. All academic and functional approaches and policies depend on the unanimous decision of the governing body, IQAC and teachers of the college. Non-teaching staffs also represents in the governing body and the IQAC. Faculty members are given representation in different committees/cells nominated by the principal and Governing body, IQAC and other committees. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and proficient improvement of faculty members. Following are the different committees/sub-committees are formed which have been selected by the teachers' council with Principal in accordance with government guidelines. Internal Quality Assurance Cell (IQAC) Library Advisory subcommittee NSS Cell, NCC Unit Sexual Harassment Prevention cell Grievance Redressal Cell College API committee Anti-Ragging Committee Career counselling and guidance cell Discipline Monitoring cell Examination subcommittee Purchasing subcommittee Building Maintenance subcommittee Students welfare subcommittee Sports subcommittee Prospectus and Magazine subcommittee Research Monitoring Cell Sports subcommittee Cultural subcommittee The Principal, governing body, Teachers and the IQAC are associated with characterizing arrangements and strategies, outlining rules and guidelines relating to affirmation, assessment, set of accepted rules, discipline, complaint, support administrations, finance, and so forth. Students and office staff hold hands with the Principal and faculty for the execution of distinctive academic, administrative, extension related, co-curricular and extracurricular exercises.

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

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	? Curriculum Development The whole syllabus is split into units as prescribed by the university that is additional divided through the 'Academic Calendar' of college that clearly specifies time length for the completion of every unit, field surveys to be conducted, tests for the overall performance analysis,
Teaching and Learning	? Teaching and Learning Seminar and field-based study are organized on a regular basis in some departments. Moreover, teachers conducted ICT-based classes with the help of ppt. presentations for a better understanding of the students. Students are stimulated to strengthen the dependency of asking questions during the class lecture. They are inspired to take part in unique co-curricular exercises. Some departments arrange field visits to the students for education study, live specimens, and current research.
Examination and Evaluation	Examination and evaluation are

	<p>conducted as per CBCS guidelines. All semester examinations are carried out twice in each semester i.e. internal continuous assessment and end semester examination under the direction of the University. Internal evaluations are carried out by the departments with regular tests, MCQ-based questions, seminar presentations, and so on.</p>
Research and Development	<p>? Research and Development To motivate faculty to attend academic activities like imparting papers in conferences, seminars, attending FDPs, training programs, attending Ph.D. course work etc. by providing leave on duty. To inspire faculty to publish their research findings in peer-review reputed journals and conferences.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>Library Textbooks are provided to the students of the different disciplines from the central library. INFLIBNET, e-book, and e-journal are accessible to the students and staff in the library. The library has SOUL software, internet for the benefit of the students. Every registered student has an enrolment card in the library and it is utilized frequently for reading books. The college has a Bio-metric attendance system for the staff and also an inverter, generator, internet connection. Fee collection by online mode through Fees Collection Management System (FCAS)</p>
Human Resource Management	<p>Senior faculty individuals are chosen as the convenor and advisor of every committee with aid of the Principal.</p>
Admission of Students	<p>? Admission of Students The admission of the students is strictly followed as per the rules of the university. A committee is formed with the staff to conclude the admission procedure. The admission process is strictly followed on the basic merits and reservation categories as per Govt. norms. During admission, online payment of the fees is accepted by the college. The whole process regarding Scholarship, Examination forms, admit, result from all are following online process. 6.2.2 : Implementation of e-governance in areas of operations:</p>

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

E-governance area	Details
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Planning and Development	? Planning and Development The college follows all the policies and rules implemented by the Govt. of West Bengal. All the construction work, renovation and purchasing are being done through the tender process.
Administration	The college office is linked through the intranet with the Principal's office for online supervision by the management.
Finance and Accounts	? Finance and Accounts At the time of admission, online fees are accepted by the college. In addition, sometimes offline mode of fees payments is also done in the college. The transaction of salary is additionally performed online with the aid of treasury. The salary of the substantive staff members is done through the HRMS.
Student Admission and Support	Student Admission is carried out through the software in conjunction with the online support provided by the College website. The first online admission has been introduced from the session 2015-16 under the direction of the Department of Higher Education, West Bengal. The detailed information regarding admission is furnished on the college website.
Examination	The final University examinations for the different semesters are now filled online through the university portal. Under the CBCS method of examination has been introduced since 2016-17 and marks are captured through the online portal of the university.

6.3 – Faculty Empowerment Strategies

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

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

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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staff
No Data Entered/Not Applicable !!!
No file uploaded.

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> Provides duty leave to attend the different national and international seminars, workshops, conferences, and FDPs. Additionally, medical leave, Maternity Leave, fraternity leave, Casual Leave, Child Care Leave is given as per norms, • Provides duty leave for doing Ph.D. The college has a Thrift Fund (co-operative society) for the staff and arranges monetary help with loans for the staff. 	<ul style="list-style-type: none"> Provides medical leave, Maternity Leave, fraternity leave, Casual Leave, Child Care Leave Option to join Swasthya Sathi scheme, Govt. of West Bengal. Option to join Group Life Insurance (GSLI) and Thrift Fund TA/DA is given to the staff whenever theyre going out for a few official duties. 	<p>The college has a Women Cell that is actively engaged in guiding and counselling students to be physically and mentally fit. Grievance Redressal Cell is also to develop a responsive and supportive attitude among the students. Career Counselling and guidance Cell that makes students aware of various career goals. Students can apply to different types of Scholarship schemes.</p>

6.4 – Financial Management and Resource Mobilization

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

No Data Entered/Not Applicable !!!

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	No	Nill
Administrative	No	Nill	No	Nill

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

- Parents are informed about the progress and performance of their teenagers. • Suggestions to enhance the quality of education are also accepted. •

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

nil

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

- In 2010, the NCC unit has been introduced in the college. • In 2012, the BBA courses has been introduced within the college. • Minor research project proposal was submitted to UGC for allocations of grants and received some faculties.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

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

Percentage of power requirement of the University met by the renewable energy sources

1. Safety and security (anti ragging cell, sexual harassment cell college private security guards)
2. Common Rooms (separate girls' common room)

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
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Physical facilities	Yes	Nil
Provision for lift	No	Nil
Ramp/Rails	Yes	Nil
Braille Software/facilities	No	Nil
Rest Rooms	Yes	Nil
Scribes for examination	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	22/11/2019	Nil	World Science Day: circulating physics to everyone and everywhere Circulating Physicsto Everyone and Every where	Nil	Nil

No file uploaded.

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

Title	Date of publication	Follow up(max 100 words)
Prospectus of the College (a) General Code of Conduct for students within College Premises (b) Admission Rules (c) Library rules (d) Some Students Guidences	Nil	Students are aware with these rules before the commencement of their classes so when the college runs with the new batch the classes go on hassle free. Moreover the lucid language and the structure of the prospectus helps a lot the new commers to choose an appropriate subject combination or the fee structure. By the time with the help of lLibrary rules students get library card and consequent access.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
View File			

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

1. Well maintenance of campus gardens regularly. Adoption of plantation program by the college on regular basis. 2. Reducing food waste in hostels and canteen. 3. Announcement of plastic free zone of the campus. 4. Proper disposal of garbage 5. We use public transport instead of privately owned car 6. The college has an Eco-club to promote the concept of eco friendly environment among the students.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Various effective practices have been taken by college. Two of the best Practices are as follows: 1. The college conducts Blood Donation camp to boost the social awareness and ethical duty as human being. 2. College has practice to resolving the cause of gender inequality with objectives of creating an environment through awareness programmes and organizing debates and discussion on gender equality to enable the students to realize gender sensitization.

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

7.3 – Institutional Distinctiveness

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

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust Provide the weblink of the institution in not more than 500 words 7.3. The college has a distinctive approach towards ENVIORENMENT. There for Environmental sustainable initiatives and lectures enable students to realise the importance of reusing and recycling .The students partake of these programmes to understand that each individual has an obligation to act for the community at large. This duty has to be performed so as to maintain the delicate balance between economy and ecosystems. • The tree plantation drive also enabled the students to make a contribution to the environment by increasing the green cover. To inculcate the idea of Reuse and Recycle the E-cell volunteers undertook the manufacture and sale of eco-friendly cloth bags, notebooks made from unused answer booklets. • The college aims to plastic free and no smoking campus. The main focus of the institution is to render quality affordable education committed to the upliftment of the marginalized and also to make higher education inclusive. Our constant endeavor is to set a benchmark for excellence and make education a mission to support the multiple needs of the primary stakeholders. The wealth of a nation and sustainable development lies in the quality of education and sense of social responsibility imparted to the youth.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

2019-20 proved to be a terrible year as far as teaching is concerned . The

entire country had to be closed down since the end of march 2020. All academic activities went for topsy turvey. all offline activities were suspended. Our college responded quickly to the challenge . We started taking classes online Departments started conducting webinars Semester end examinations were also conducted online. The lock down was lifted in a phased manner in the country after a few months. But the schools and colleges continued to be closed. We are hoping for teaching and learning to resume in campus very soon. We plan to start BCA and Urdu honours from the next academic year.