Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**CHANDRAKETUGARH SAHIDULLAH SMRITI MAHAVIDYALAYA**
Name of the head of the Institution	**Dr. Saroj Kumar Chattopadhyay**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03216242652**
Mobile no.	**9432860358**
Registered Email	**chandraketugarh@gmail.com**
Alternate Email	**iqaccssm@gmail.com**
Address	**Debalaya, Berachampa North 24 parganas**
City/Town	**Berachampa**
State/UT	**West Bengal**
Pincode	**743424**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Dr. Saurabh Bhattacharyya**
Phone no/Alternate Phone no.	**03216242652**
Mobile no.	**9433373371**
Registered Email	**iqaccssm@gmail.com**
Alternate Email	**bhattacharyya.saurabh@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://cssmberachampa.org/doc/final%20aqar%2017-18%20for%20web.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://cssmberachampa.org/doc/academic%20calender_final.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.12**	**2016**	**16-Dec-2016**	**15-Dec-2021**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**31-May-2014**

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

Strengthen the feedback system	01-Feb-2019 15	938
Meet the researcher Programme 1	02-Jan-2019 1	70
Meet the researcher Programme 2	02-Mar-2019 1	68
Book Fair	21-Feb-2019 3	3000
Cultural and Academic Competition	21-Feb-2019 3	300
Health Awareness programme Reproductive health of college going girls	28-Mar-2019 1	70
Environmental Awareness Cultural Programme	05-Apr-2019 1	100
[View File](#)		

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!!!				
[View File](#)				

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 :	5
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	[View File](#)
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)

i) Strengthening the Feedback system ii) Making career and academic counseling more effective by holding workshops iii) Expanding the scope and purpose of the

Bookfair iv) Brining about medical awareness, particularly among girl students.
v) Working for creation of environmental awareness among all students.

[View File](#)

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
Proper coordination of the CBCS and conventional system	Proper infrastructural facilities and academic environment has been created for the CBCS system to run hand in hand with the conventional one.
Expending academic areas of the college	Development of Science lab have been done and laboratory have been procured. As a result of the proposal given by the IQAC
Opening PG courses	Application for the PG course for the Agriculture and Rural Development has been given to the State Council of Higher Education
Consolidating and strengthening counseling programme	Infrastructure and counselling programme has been strengthened
Provide free and abundant arsenic free potable water for all students.	Free and abundant arsenic free potable water is provided for all students as a result of IQAC proposal
Expanding the scope of Book fair and making it more of a community programme	The book fair has been more properly organized and its scope has been extended to include other cultural issues
Taking initiatives in reconstructing of Boundary Wall.	Initiatives have been taken to reconstruct the boundary wall to include the newly acquired land.
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Governing Body	30-Dec-2019

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	14-Feb-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	The management information system of our college is nearly fully implemented . Admission process is fully online. And the student data management is successfully running through the system

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

The college has a well laid down academic calendar. Basing on the teaching days available in the academic calendar the different departments of the college prepared their own teaching plan. Curriculam delivery is done with strict adherence of this plan by the department. Regular assessment both formative and summative are taken by the department as well as the university. Each days works is recorded in details in the daily diary for class taken maintained by the academic departments of the college. This is the way in which curriculam delivery and feedback is documented in the college. Number of classes taken by the teacher are also recorded in the manual register by him or her and annually supervise by the Principal. ICT based classes are regularly taken by the different departments and students are encouraged to translate that into their understanding and later dissemination of knowledge.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	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
BA	ALL EXISTING SUBJECTS	01/07/2018
BSc	ALL EXISTING SUBJECTS	01/07/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year		
	Certificate	Diploma Course
Number of Students	0	0

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
Reproductive Health of College Going girls	28/03/2019	70
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Edcuation	47
BSc	Agriculture and Rural Development	9
BA	English	45
BA	BENGALI	45
BA	BENGALI	45
BA	PHILOSOPHY	20
BA	POL SCIENCE	30
BA	HISTORY	45
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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
In the final year all the examinees are given Feedback form from the office at the time of receipt of examination form. This forms are again collected by the office from the students at the time of receiving their admit cards. Feed Back from parents are collected in the specific given format at the time of the parent teacher meeting arranged by the academic departments normally twice a session or semester. Similarly feed back form faculty members and administrative and support staff is also collected in a specific format each year. Subsequent to the collection of the feedback from various stake holders, the information is processed and findings are submitted to the principal for placing it before the Governing Body for necessary planning and action.

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
BSc	AGRICULTURE AND RURAL DEVELOPMENT	24	38	23
BA	SOCIOLOGY	34	6	4
BA	SANSKRIT	36	31	18
BA	ARABIC	89	114	68
BA	EDUCATION	126	201	75
BA	POL SCIENCE	105	72	39
BA	PHILOSOPHY	105	58	31
BA	HISTORY	126	189	79
BA	ENGLISH	112	114	66
BA	BENGALI	175	242	104
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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
2018	2375	0	12	0	0

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	Numberof smart classrooms	E-resources and techniques used
No Data Entered/Not Applicable !!!					
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Informal mentoring of the students is done. Students particularly backward in studies are singled out by the teachers and the departments and they are given special care and remedial classes. However a formal tutor-ward type of students mentoring has not been started yet due to paucity of teachers in most departments.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2375	12	198:1

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
0	0	0	0	0

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

Continuous internal evaluation is executed in the college by strictly adhering to the CBCS system in which internal examination at midterm are very important components. These internal examinations are taken in different format by different department depending on the dictates of the respective undergraduate Board of Studies. So earlier when the conventional method of examination was used the result was unidimensional. With the introduction of the continuous internal evaluation through the CBCS system, the evaluation can be based on different education and academic skills of the students as they use different modes like the project or the power point presentation in displaying their skills in the subject concerned. This further motivate them to be experimental in their studies and fully employ the ICT based facilities available for them.

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

The academic calendar is prepared at the beginning of the session. It contents all details from the days of holidays to those of examinations. The calendar is adhered to as much as possible by each of the departments in particular and the college administration in general. For this year's academic Calendar please see the college website.

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://cssmberachampa.org/index.aspx#

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students	Number of students passed	Pass Percentage

			appeared in the final year examination	in final year examination	
	BA	Hons	178	87	48.87
	BSc	Hons	9	7	77.77
	BA	General	360	54	15

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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://cssmberachampa.org/doc/STUDENTS_SATISFACTION_2018-19.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
Any Other (Specify)	730	Department of Higher Education	599400	394400

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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
Gillette Guard Safty Hater Muthoi, A career and grooming Programme	IQAC and ABP Pvt. Ltd.	16/01/2019

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
Recent status of Tasar Cocon Production in Purulia District	Riyankata Rakshit	Department of Science and Technology	20/12/2018	Agriculture Board
Observation on prevelence of mulberry silkwork diseases in Purulia District, West Bengal	Kankana Roy	West Bengal Department of Science and Technology	20/12/2018	Agriculture Board

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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
00	00	00

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

Name of the Department	Number of PhD's Awarded
00	0

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 !!!			
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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
English	1
Education	2
Bengali	1
Philosophy	7
Sociology	1
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
Presented papers	0	5	0	0

Resource persons	1	0	0	0
Attended/Seminars/Workshops	1	3	2	37

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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
Gillette Guard Safty Hater Muthoi, A career and grooming Programme	IQAC ABP PVT LTD	2	70
CLEANING COLLEGE CAMPUS AND ITS SURROUNDINGS	NSS AND THE LOCAL COMMUNITY	2	50
SWACH BHARAT ABHIJAN	NSS AND THE LOCAL COMMUNITY	2	100
POSTAR CAMPAIGNING PROG ON SAFE DRINKING WATER	NSS AND THE LOCAL COMMUNITY	4	30
TREE PLANTATION CAMPAIGN	NSS AND THE LOCAL COMMUNITY OF THE ADOPTED VILLAGE	6	200
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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
00	00	00	0
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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 activites	Number of students participated in such activites
INTERNATIONAL WOMENS DAY CELEBRATION	NSS WITH THE LOCAL COMMUNITY	AWARENESS PROGRAMME	5	70
WORLD AIDS DAY	NSS WITH THE LOCAL COMMUNITY	AWARENESS PROGRAMME	4	70
SWACH BHARAT	NSS WITH THE LOCAL COMMUNITY	CLEANING PROGRAMME	2	100
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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
00	00	00	00

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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
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
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
1922000	2071784

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing
Laboratories	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added

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
KOHA	Partially	3.18.03	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	11823	1888384	230	40057	12053	1928441

Reference Books	177	69583	0	0	177	69583
Journals	11	2000	0	0	11	2000
Others(specify)	1	5900	0	0	1	5900
CD & Video	28	6185	0	0	28	6185

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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	56	2	51	2	0	1	5	100	0
Added	0	0	0	0	0	0	0	0	0
Total	56	2	51	2	0	1	5	100	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 incurredon maintenance of physical facilites
100000	112898	150000	130608

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)

Laboratory : Regarding laboratory the faculties of the science lab based department and the laboratory assistant are assigned with the job of maintaining the laboratory. Students are regularly encouraged to use the laboratory to their complete necessity and take care of it in the interest of their own selves and the departments. Financial allotments are made so as to

enrich the laboratory as far as practicable. Library : Every year an orientation programme is done at the beginning of every academic session /semester to acquaint the users on the different facilities available in the library. Internet facilities along with limited print out are also available. The library is a member of inflibnet so that both students and the faculty benefit out of its immense resources. Sports Complex : Though there are no such dedicated sports complex in the college, there is a sports room which is properly maintained and taken care of by the teacher in charge of sports and games of the college. The college has a good play ground which is regularly maintained. The sports departments of the college arranges the annual athletic and sports meet every year. The sports departments also encourages and support the students to take part in different sports competition across the district. Computers : Regarding the computers of the college, the IT maintainance committee takes care. The report regarding these instruments reach the committee regularly and the committee takes necessary steps for the repairing of the machines at regular intervals. The college has a completely dedecated computer laboratory consisting of ten nodes. It has a server room consisting of a server and six nodes every departments has a laptop for departmental work and library is fully computarised. Class rooms : Students are encouraged to maintain their class rooms properly. However, weekly cleaning of classroom are done so as to maintain personal hygine and cleanliness among students. There are seven ICT enabled class rooms given in charge of shared departments who take good care of them and use them to the best of their potential.

http://cssmberachampa.org/doc/Laboratory-converted.pdf

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
No Data Entered/Not Applicable !!!			
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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
Musical skill enhancement course	01/07/2018	50	Shruti Nandan
Physical fitness programme through college Gym	01/07/2018	100	College Resource Person
Counselling Programme on Career Opportunities	01/07/2018	70	External Expert
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 scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed

No Data Entered/Not Applicable !!!
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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
2	2	30

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
00	0	0	00	0	0
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	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	14	BA	ARABIC	ALIAH, MADRAS UNIVERSITY, WBUTTEPA	MA AND B.E.D
2019	12	B.A	Education	WBSU, RBU, ALIAH	M.A.
2019	2	BA	Philosophy	WBSU	M.A.
2019	9	BA	Bengali	WBSU and RBU and Barasat Govt. College (PG)	M.A.
No file uploaded.					

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
ANNUAL SPORTS AND ATHLETIC MEET	LOCAL	500
RABINDRA JAYANTI	LOCAL	200
VASANT BANDANA	LOCAL	150
CULTURAL COMPETITIONS	LOCAL	200

BIRTH DAY CELEBRATION OF KAJI NAJRUL ISLAM	LOCAL	100
COLLEGE ANNUAL FEST	LOCAL	1000
CULTURAL PROGRAMME DURING BOOK FAIR	LOCAL	100

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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/ Internaional	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 College has a formal Students' Council which forms its body through an election. The Students' Council takes part in all academic and other activities of the College. It actively participates in the programmes organised by the College like Annual Prize Distribution ceremony, Annual Sports, Annual Intra-college Competition, Programmes on Independence Day, Republic Day etc., whereby maintaining an effective contact between the teachers and the students continuously. The Students' Council also organizes programmes like, the Annual College Fest, Freshers Welcome for the First Year students, Farewell Meet for the 3rd Year Students, etc. It also publishes an annual magazine called Chetana for young, budding litterateurs.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

30

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 departments enjoy limited autonomy over maters of conducting classes taking examinations and utilizations of college resources. Similarly the sub committees of the college are also free in choosing their own modus operandi The Students' Council is consulted on all crucial matters related to students'

welcome and often given some vital role in organization of different
programmes. This inculcates the spirit of leadership and collective
responsibility among them.

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	In curriculum development, the college encourages faculty of all types to vent out their observations to the members of the undergraduate board of studies so that curriculum development and curricular reforms both are to some extend influenced by the teachers of the college.
Teaching and Learning	The college encourages teachers to adopt ICT enabled and unconventional modes of teaching. It also puts a lot of emphasis on formative and summative assessment and encourages the modes of assessment to be done unconventionally and in a more scientific way.
Examination and Evaluation	The college has little role to play in influencing or reforming the final summative examination taken by the university. But in the formative examinations, in the form of internal evaluation the college adopts unconventional but scientific means for the proper evaluation of the child this includes evaluation through project and power point presentations.
Research and Development	Particularly this year, the college has started a chain of programmes on research called Meet the Researcher in which researchers from different universities (of India and abroad) act as resource persons in sentisizing young and potential researcher on the nitty-grity of research and publication. The chain of programmes were an instant success and a member of the faculty got inspired from the first programme to register in a foreign university and start his pursuit of doctoral degree.
Library, ICT and Physical Infrastructure / Instrumentation	Regarding the library, though many books could not be bought this year but both teachers and students particularly of the CBCS curriculum has been advised to give their requisitions to the librarian. Different journals are also

	subscribed for keeping in mind the necessity of students and the crucial place of library in academic development. Regarding the ICT the IT upgradation committee plays a similar role of collecting feed back from all stake holders and making necessary improvement. Regarding physical infrastructure the development subcommittee seats regularly to look after the different infrastructure needs of the college.
Human Resource Management	Though there are no such Human Resource Management Cell in the college, the resource management is mainly done in the informal level by teachers who mentor children coming to the college regularly.
Industry Interaction / Collaboration	For the present financial year, there has been no new collaboration as such but the college always encourages such collaboration though they are very scarce in coming under the present geo economic scenario.
Admission of Students	The admission of students is fully held online. The college has a dedicated admission committee to decide upon the admission polity of the college in consonance with that of the affiliating university (West Bengal State University). The admission committee sees into the requirements of the different department regarding admission and reports them to the principal who takes the final executive decision in consultation with the Governing Body.

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

E-governace area	Details
Planning and Development	In planning and development the academic calendar is published on the website so as to make the students aware of different aspects of their curricular life.
Finance and Accounts	Though e governance has not been launched in a formal way in the college still in matters of use of a state government financial portal called Integrated Financial Management System is done for the disbursement of salary and other grants to wards the different sectors of the college.
Student Admission and Support	Students admission and part of the exam result tabulation is done completely

	online.
Administration	The college intends to send its letters and other stationary via mail so as to minimize the utilization of precious paper.
Examination	Students admission and part of the exam result tabulation is done completely online.

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 staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching 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 !!!				
No file uploaded.				

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
Several welfare schemes of the Stat Govt. namely LTC and West bengal Health Scheme have been declared by the State	Festival Advance to Non teaching Staff and Exgratia to Casual Worker	Subsidised Medical Treatment at Students Health Home and Students Concession and support for other government

Govt.		projects for individual students

6.4 – Financial Management and Resource Mobilization

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

Regular audit is conducted for the college on an annual basis. Listed auditors are sent by the Department of Higher Education, Government of West Bengal who audit every aspects of the financial state of the institution. Subsequently they sent the report to the higher education department on the basis of which the next set of action is decided.

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
00	0	00
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6.4.3 – Total corpus fund generated

740127

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	00	No	00
Administrative	No	00	No	00

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

i. The parent Teacher association brings up individual problem of students to the knowledge of the college and IQAC ii) The Parent Teacher association show encouragement by directly taking part in the decision making of the college. iii) The Parent Teacher association also takes part all witnesses cultural programmes held in the college

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

i) The college is planning to form a financial cooperative for the urgent requirement of money for the support staff ii) In accordance with the IQAC resolution leave is being given to the support staff who opt for higher education iii) The T.A/D.A of support staff going for office work has been revised.

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

Particular focus has been given on counseling regarding Research and publication Initiatives to introduce new subjects have been undertaken Initiatives to increase class room space has similarly been a priority.

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 !!!			

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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
Celebration of International Womens Day	08/03/2019	08/03/2019	30	50

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
The college continues its use of solar energy to light up a part of its building

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	2
Rest Rooms	Yes	12
Scribes for examination	Yes	1

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	10/04/2019	1	Tree Plantation	Deforestation	50
2018	1	1	16/08/2018	1	Orientation Programme on Chandraketugarh	Awareness regarding local History	50
2018	1	1	20/11/2018	1	Poster Campaigning Programme on Safe	Arsenic contamination of ground	75

				and Arsenic Free Dirning Water	water in the locality

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

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Observance of World Aids Day	01/12/2018	01/12/2019	100
Observance of World no tobaco day	31/05/2019	01/06/2019	100
Observance of World Environment Day	05/06/2019	08/06/2019	200

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

i) The campus has been made plastic free ii) Afforestation has been encouraged among the students. iii) The college continues its use of solar energy to light up a part of its building iv) Rainwater harvesting practices are encouraged and followed by the college. v) Email and other electronic means of communication is used in place of conventional paper works to minimize the loss of trees.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

TITLE : BEST PRACTICE MEET THE RESEARCHER The objective The objective of this best practice is to spread awareness regarding the necessity of young teachers to be involved in research. A resource person who is a research scholar in a university in India or abroad is brought in the program and students and faculty are made to interact with him or her. The context The present day researchers hardly have any idea about how to conduct their research before actually enrolling for Ph.D. programs. The intention of this program is to acquaint them on the the nitty-gritties of research and publication. Practice A Research scholar of repute from and well known Universities of India or abroad is invited to act as resource person in the programme. He or she will deliver a lecture often in a PowerPoint presentation about his/ her research and answer questions from potential researchers present as audience in the hall. This will acquaint the younger members of the faculty more about the different aspects of formal research. Impact : Young faculties who are contemplating entering the world of research are greatly favoured by this program. One of them even went to the extent of applying for a Ph.D. program abroad and he says that he owes his motivation to it. We hope to carry on this program in the future so as to inspire new scholars enter the area of research. BEST PRACTICE- 2 TITLE : MEDICAL AWARENESS AND HEALTH CAMP Objective : This year we held a medical awareness and health camp programme particularly for girls, entitled Reproductive Health for College Going Girls. It was held on 28 March 2019 it would be the first in the series of such health awareness programmes to be held annually. Context Most of the girl students of the locality coming from first generation educated background cannot vent out their doubts and anxieties

regarding their growing up. We arranged for an eminent gynecologist as the resource person with whom the girl should confide about this problem in the absence of any male member present in the auditorium. The program ended with health camp in which individual health hazards were addressed. Practice: As said above this time the resource person was a gynecologist and the audience all where girls, but as we have already planned next time, the camp would include some other affected sector as its audience. So, the practice will go on and every year we will arrange one such health awareness camp which will favour our students greatly. Impact: The impact of such a programme is always direct and this time it was no exception. Students were greatly benefited and they are looking forward for many such programmes in the near future. Even some guardians expressed their thankfulness towards the college for the programme.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://cssmberachampa.org/doc/BEST_PRACTICE.pdf

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

Though it is a matter more or practice than performance one very remarkable area of impact of this institution is to build up an atmosphere of communal harmony which comes out in the annual celebration of the Saraswati Puja and the academic seminar held to commemorate the birth anniversary of Prophet Muhammad. Students from both communities participate in each of these programs wholeheartedly. Through this programs the institution strives to inculcate in its students the spirit of communal harmony and well being in which it has been particularly successful.

Provide the weblink of the institution
http://cssmberachampa.org/index.aspx

8.Future Plans of Actions for Next Academic Year

• Starting a full-fledged registered alumni association • More encouragement in research and publication • Availability of online teaching resources for students • Academic and administrative audit • Participation in NIRF. • Extension of college premises and construction of Separate Science Building • Introduction of Teachers Exchange Programe and Students Exchange Programme • Coaching Classes for Competitive Examination on a regular basis • Creation of facilities and conducive academic atmosphere for extraordinary students • Remedial measures for weaker students • More automation in Library and college administration • Arrangement of Training for Teachers and Technical staff on IT facilities