



Yearly Status Report - 2018-2019

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	SARAT CENTENARY COLLEGE
Name of the head of the Institution	Dr Sandip Kumar Basak
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03213255282
Mobile no.	9434353556
Registered Email	principal_scollegednk@rediffmail.com
Alternate Email	saratcentenary@gmail.com
Address	Dhaniakhali, Hooghly, PIN-712302, West Bengal
City/Town	Dhaniakhali
State/UT	West Bengal
Pincode	712302

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr Ramanuj Konar
Phone no/Alternate Phone no.	03213255282
Mobile no.	9474021041
Registered Email	principal_sccollegednk@rediffmail.com
Alternate Email	iqac.scc@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://sccollegednk.ac.in/images/uploads/aqar_2017-2018.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://sccollegednk.ac.in/content.php?pid=Mjq=

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C++	67.05	2005	20-May-2005	19-May-2010
2	B	2.33	2016	05-Nov-2016	04-Nov-2021

6. Date of Establishment of IQAC	11-Feb-2014
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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

CBCS orientation programme for newly admitted General course students	07-Jul-2018 1	823
CBCS orientation programme for newly admitted Honours course students	09-Jul-2018 1	307
Organizing Annual educational exhibition	12-Jan-2019 2	1029
Observation of National Science Day	28-Feb-2019 1	117
ICT/ college management software training for office staff	22-Feb-2019 1	8
ICT training for Teaching staff	23-Feb-2019 1	34
CBCS orientation programme for staff	12-Mar-2019 1	44

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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
Dr Sandip Kumar Basak	Major Research Project	SERB	2017 1095	943475

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

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

3

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

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

No

during the year?

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

1. Uploading of pending AQARs. 2. Organizing annual educational exhibition. 3. Observation of National Science Day. 4. Organizing ICT training and CBCS Orientation programme for staff. 5. Internal Academic Audit.

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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
Observation of National Science Day	National Science Day was observed on 28.02.2019 through organization of one day seminar and health check up camp. Dr Sampa Das (FNA), Eminent Scientist, Division of Plant Biology, Bose Institute delivered the Keynote address entitled 'Today's Plant Biotechnology Research in India for a Better Tomorrow'. Dr Debkanta Mondal, Assistant Director of Agriculture (Farm), Dhaniakhali delivered lecture on "Water Conservation".
Submission of pending AQARs	AQARs for academic session 2015-16, 2016-17 and 2017-18 have been compiled, uploaded to the college website and submitted to NAAC by end of December, 2018.
Conduction of Academic and administrative audit	Internal academic audit was done as per proforma provided by IC, Burdwan University
To introduce structured feedback system for all the stakeholders	feedback from students were collected but for all stakeholder the process is yet to be done
Organizing CBCS orientation programme for newly admitted students	Orientation programme for Hons. Students was organised department wise and separate programme was organised for general course students.
Organizing Annual educational exhibition	The event was organized during 12th -13th January, 2019 where all the academic departments participated with models / poster.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body of the College	29-Feb-2020
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	2019
Date of Submission	26-Feb-2019
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 and Administration Management Software CAMS was in operation: It maintains major data. Conventional mechanisms of information were also in operation. The college website(www.sccollegednk.ac.in) provides information (students corner menu) on admission/ class routine/ academic calendar/ information about higher education/ fellowship. Notice menu of the college website and the college prospectus provide other relevant information. Semester fees (from 2nd to 6th)/University Exam fees are collected through another college portal https://camssccollege.in . The process is going on to develop these websites (https://www.sccollegednk.ac.in/ https://camssccollege.in) to address all major issues related to the Management Information 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

At the beginning of each academic session, college prepares its proposed academic calendar and it is uploaded to the college website. IQAC along with academic Council of the college prepare the academic calendar according to the notices and circulars received from the affiliating university. Students are informed about the academic calendar of the college notifying the probable teaching days, dates of internal examinations, curricular and co-curricular

activities Orientation programme is organized every year for newly admitted students to make them aware of the rules regulations of the curriculum. Routine committee of the college prepares the master routine and circulates it to different departments. They then allot teacher's name in respective block. Routine is prepared keeping in mind the credit points of the respective paper following university guideline as per teaching strength. Each department conducts an internal meeting with all teachers of the concerned department and decides which subject to be taught by a particular teacher and about the tentative schedule of conducting internal examination. Along with the traditional chalk and talk method, teachers use power-point projections and scientific computing software(whenever required) during the lectures to demonstrate topics. Class tests/surprise test/ students seminar are held as part of evaluation process. Field tours are organized by Departments of Geography, Botany and Zoology. Few other departments also organize such programme. Some interdepartmental classes are also organized considering the interdisciplinary nature of the syllabus.

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
BA	EDUCATION AS GENERAL SUBJECT	01/07/2018
BA	SANTALI AS GENERAL SUBJECT	01/07/2018
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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	EDUCATION	01/07/2018
BA	SANTALI	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
No Data Entered/Not Applicable !!!		
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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
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BSc	ZOOLOGY	18
BA	HISTORY	42
BA	GEOGRAPHY	18
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
<p>Student feedback (obtained through departmental meetings and with a questionnaire) help us to identify the zone where the college needs to focus for improvement such as physical infrastructure, library books, internal evaluation, teaching standards, etc. Accordingly, the college tries to address them within its capacity. Parents teacher students meeting are also held for some honours courses.</p>

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
BA	Geography(H)	28	236	22
BA	Philosophy(H)	52	339	32
BA	Political Science(H)	59	163	31
BA	History(H)	59	242	46
BA	Sanskrit(H)	59	468	41
BA	English(H)	73	291	38
BA	BENGALI(H)	73	721	63
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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	2843	0	25	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	Number of smart classrooms	E-resources and techniques used
50	41	25	5	2	7

[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)

Mentoring system is started mainly for Honours Course Students. Students are divided into several groups. Each teacher maintains an allotted group. Problems of the students are detected. Counselling is done to develop their moral standard and creative energy. In Science class routine mentoring classes are specified. But more efforts are to be given to run it in a more precise way.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2843	25	1:114

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
32	25	7	2	14

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
2019	Nabanita Pal	Assistant Professor	TAEACHERS AWARD from Konnagar Municipality

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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
BA	BAH	3	10/04/2019	08/07/2019
BSc	BSH	3	10/04/2019	08/07/2019
BCom	BCH	3	10/04/2019	08/07/2019

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

The following measures have been taken: i) Try to find out the problems and lacuna ii) Extra classes for poor students through revisions iii) To prepare the assignments on different topics iv) To provide study materials if and when required

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

Academic Calendars are prepared jointly by IQAC and the academic council of the college. Examinations are conducted at the end of each semester by the affiliating University. The college informs students about the university notices and circulars related to the examinations from time to time through student notice boards, departmental notice boards, the college website, and also verbally by the faculty members of the department. All departments conduct internal assessments of students and students are well informed about these internal examinations well in advance by the department.

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)

https://sccollegednk.ac.in/images/uploads/SCC_PO_PSO_CO_2.6.1_Final.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
BNGH	BA	HONS	64	43	67.19
ENGH	BA	HONS	30	22	73.33
SNSH	BA	HONS	21	11	52.39
HISH	BA	HONS	30	19	63.33
PLSH	BA	HONS	8	2	25
PHIH	BA	HONS	14	8	57.14
GEOH	BA	HONS	14	13	92.85
CEMH	BSc	HONS	1	0	0
MTMH	BSc	HONS	16	6	37.5
ACCH	BCom	HONS	3	1	33.33

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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)

[_Not introduced till date_](#)

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

Minor Projects	730	UGC	8.62	Nil
Major Projects	1095	SERB	39.37	9.43
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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
0	NA	

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
NA	NA	NA	Nil	NA
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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
0	NA	NA	NA	NA	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NA(UG COLLEGE)	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)
International	COMMERCE	1	5.87
International	BOTANY	1	2.69
National	ENGLISH	1	Nil
National	ENGLISH	1	Nil
National	BOTANY	1	Nil
National	BOTANY	1	Nil
National	GEOGRAPHY	1	Nil

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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

HISTORY	1
SANSKRIT	1
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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 !!!						
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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
ORAL TRADITIONS FOR RETRIEVING HISTORY THROUGH STORIES:A READING OF JACK DAVIS THE DREAMERS	RAMANUJ KONAR	POLYPHONY	2019	Nil	Nil	SARAT CENTENARY COLLEGE
Nil	AMAR DUTTA	POSTSCRIPTUM	2018	Nil	Nil	SARAT CENTENARY COLLEGE
EFFECTS OF NUTRIENT LIMITATION, SALINITY INCREASE, AND ASSOCIATED STRESSORS ON MANGROVE FOREST COVER, STRUCTURE, AND ZONATION ACROSS INDIAN SUNDARBANS	SANDIP KUMAR BASAK	HYDROBIOLOGIA	2019	Nil	Nil	SARAT CENTENARY COLLEGE
EVALUATION OF PERFORM	K.M.HASIB	TRENDS IN BIOSCIENCES	2018	Nil	Nil	SARAT CENTENARY COLLEGE

ANCE IN THE CROSSES OF AROMATIC RICE INVOLVING INDUCED MUTANTS						
EFFECT OF GAMMA RAYS ON VARIOUS PH YSIO-MORPH OLOGICAL CHARACTERS IN THE M1 GENERATION OF SECOND RICE	K.M.HASIB	ENVIRONM ENT AND ECOLOGY	2019	Nil	Nil	SARAT CENTENARY COLLEGE
COMPARAT IVE ANALYSIS OF FOREIGN PORTFOLIO AND DOMESTIC INVESTMENT IN INDIAN CAPITAL MARKET	NABANITA PAL	GLOBAL JOURNAL FOR RESEARCH ANALYSIS	2019	Nil	Nil	SARAT CENTENARY COLLEGE
SPATIAL DISTRIBUTI ON OF POPULATION OF DIFFERENT SOCIO- CULTURAL ENTITIES WITHIN CHA NDERNAGORE MUNICIPAL CORPORATIO N AREA	BASUDEV HALDER	POLYPHONY	2019	Nil	Nil	SARAT CENTENARY COLLEGE
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Semi nars/Workshops	3	3	5	Nil
Presented papers	5	0	1	2
Resource persons	0	2	0	0

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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
World Environment Day was observed in our college on 05.06.2019 by our NSS volunteers with a procession about save trees and forests.	NSS Unit-1,2 and 3	3	53
International Yoga Day was celebrated from our NSS units with the help of the Department of Physical Education of our college on 21.06.2019	NSS Unit-1,2 and 3	3	81
National Youth Day celebrated on 12.01.19	NSS Unit-1,2 and 3	3	124
Gardening and tree plantation programme was held on 04.03.2019 in our college campus.	NSS Unit-1,2 and 3	3	39
Free Medical Check Up camp was organised in our college at 05.03.19	NSS Unit-1,2 and 3	3	72
A seminar on usage of Bio-fertilizer was held in our college 20.02.19	NSS Unit-1,2 and 3	3	98
National Science Day was celebrated in our college on 28.02.2019 by NSS volunteers and also other college students and an Educational Exhibition was also organised for 2 days.	NSS Unit-1,2 and 3	3	187
NSS Special Camp	NSS Unit-1,2 and	3	295

was held in our college from 02.03.19 to 09.03.19 with cleaning program, plantation program, save water awareness program, plastic free awareness program and cultural program also.	3		
Tree plantation and garden cleaning program was organised in our college premises and college surroundings at 14.09.18	Sarat Centenary College, NSS Unit-1,2,3	3	55
Independence Day had been celebrated in our college campus on 15.08.2018	NSS Unit-1,2 and 3	3	168
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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
0	0	NA	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 activities	Number of students participated in such activities
0	NA	NA	0	0
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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
Joint research projects, joint research publications, two Ph.D. degrees awarded under joint supervision	Dr. Sandip Kumar Basak, Sarat Centenary College And Dr. Krishna Ray, West Bengal State University	1. DST-SERB (EMR/2016/005262) 2. Department of Biotechnology, Govt. of India (BT/PR16610/NER/95/221/2015) 3. Department of Biotechnology, Govt. of India (No.	1095

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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
NA	NA	NA	Nil	Nil	0
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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
NA	Nil	NA	0
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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
17.8	7.92

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Newly Added
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Others	Newly Added
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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 partially)	Version	Year of automation
KOHA	Partially	3.22	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text	21198	1508534	95	22270	21293	1530804

Books						
Reference Books	227	49111	0	0	227	49111
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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
NA	NA	NA	Nil
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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	51	12	51	0	0	12	18	60	9
Added	0	0	0	0	0	0	0	0	0
Total	51	12	51	0	0	12	18	60	9

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

60 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
8.25	9.28	21.45	10.63

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 college follows a well-defined plan for maintaining all facilities, including laboratories, library, sports complex, computer labs, and classrooms. This plan addresses both preventive maintenance (regular upkeep) and corrective maintenance (repairing breakdowns). Facilities are accessible to students and staff as per designated schedules and usage guidelines. A designated committee is responsible for overseeing the maintenance and utilization of each facility type. Laboratories: Labs have qualified lab assistants to maintain equipment, ensure safety protocols, and manage stock. Regular checks and calibrations are

done. Access to labs is restricted to specific courses and requires instructor supervision due to safety concerns. A booking system is implemented to manage lab usage. Library: Librarians manage book acquisitions, handle renewals for online resources, and oversee upkeep of the physical space. The library has designated opening hours. Clear policies on borrowing books, using computers, and maintaining silence have been established. Sports Complex: The sports department is responsible for maintaining equipment, grounds, and facilities. A schedule for sports practices, matches, and gym usage is implemented. Booking systems are used to manage access to specific facilities.

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	HALF FREE AND FULL FREE POOR FUND	327	22000
Financial Support from Other Sources			
a) National	SC,ST,OBC,MINORITY,SVMCS	1659	Nil
b) International	0	0	0
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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 implementation	Number of students enrolled	Agencies involved
0	Nil	0	0
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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 passed in the comp. exam	Number of students placed
2018	NA	0	0	0	0
2019	NA	0	0	0	0
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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
0	0	0

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
NA	0	0	NA	0	0
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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
2019	10	BA (HONS)	HISTORY	BURDWAN UNIVERSITY	M.A
2019	4	BIOLOGIA	PHILOSOPHY	BURDWAN UNIVERSITY, RBU	M.A
2019	8	BA GENERAL	EDUCATION	BURDWAN UNIVERSITY	M.A.
2019	11	BA HONS	BENGALI	BU, CU	M.A
2019	4	BA GEN	PHYSICAL EDUCATION	BU	B.PED
2019	6	BA HONS	SANSKRIT	BU	M.A
2019	9	BA HONOURS	ENGLISH	BU, CU, KU	M.A
2019	6	BA HONOURS	GEOGRAPHY	BU, RBU, GOU RIDEVI NURSING ACADEMY	M.A, B.ED, NURSING
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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
NET	2
No file uploaded.	

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

Activity	Level	Number of Participants
COLLEGE ANNUAL SPORTS	INSTITUTION	143
COLLEGE ANNUAL CULTURAL FESTIVAL	INSTITUTION	137
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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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
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2018	NA	National	Nil	Nil	Nil	NA
No file uploaded.						

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

Student Council of the college is an elected body and the council helps faculty members and college administration to ensure overall development of the college. Student Council organizes different programmes such as Freshers' welcome, annual cultural programme, annual sports meet, blood donation camp etc with support from NSS and other wings of the college. They also take the initiatives to publish college magazine "Ankur". General Secretary (GS) of the students' council is the member of governing body of the college. GS puts forward his/her suggestions and different issues related to the academic and administrative affairs of the college to the Head of the institution and to the IQAC. Problems faced by students are sometimes communicated to the college authority through GS of the students' council.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Alumni Association of this institution are a relevant and valuable part of the college. Their association is deeply associated with the college for its development and enrichment and suggests necessary proposals for the improvement of academic atmosphere of the college. The activities and involvement of the association was appreciated by NAAC peer team members in September, 2016.

5.4.2 – No. of enrolled Alumni:

183

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

18300

5.4.4 – Meetings/activities organized by Alumni Association :

REUNION HELD ON 13.01.2019

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)

A private security agency has been entrusted with 24x7 surveillance, ensuring the safety of staff, students, and institutional properties. This decentralization is achieved through the unexpected addition of security staff, who have taken on instituted services beyond security services, such as watering the college gardens, switching off lights and fans, and distributing portable drinking water. This decentralization is effective and participation management, as even the staff of a private security company are allowed to shoulder some daily tasks. In response to the demand for cool drinking water, the College authority has installed water purifiers in the premises, urging departmental students to ensure its safe and responsible handling. This decentralization approach ensures participator management through the direct involvement of students.

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

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	<p>The college is governed by the curriculum of The University of Burdwan, so there is little scope for the college to develop independent curriculum . In spite of these constraints regarding curriculum development, The college takes different measures to motivate the students for innovative ideas as mentioned below: i> Different faculties organise students' seminar in lieu of internal examination as mentioned in the UGC guidelines. ii> Almost all the departments organise excursions according to the limits of their curriculum and encourages the students to submit a project work on the basis of their excursion experiences. The College feels it is duty on its part to provide ample spaces to the students for their innovative cognition however little the scope may be.</p>
Teaching and Learning	<p>The newly introduced CBCS system has been extremely beneficial for student centric approach. Accordingly the teaching learning process is under change which affects both teacher and students positively. More and more interdisciplinary approach helps teaching learning process most effectively. Accordingly all the faculties use ICT based teaching process though hundred percent achievement in this regard is till to be achieved which is our dream. Regularised class tests and lab tests and wifi enabled zones on certain areas of the college also enhanced the overall teaching learning process.</p>
Examination and Evaluation	<p>The college is under The University of Burdwan, so the college has to follow the pattern of Examination set by the University strictly. This includes internal two internal examinations for each semester as per norms of the UGC. The internal marks of the students (15 numbers) are uploaded in the University portal when asked for by the University. Beside this several departments organise class tests, surprise tests, open book examinations,</p>

	<p>online tests, assignments etc. Allotment for all the University exams were done via computer programming.</p>
<p>Research and Development</p>	<p>IQAC successfully encouraged faculty members to participate in research activities and seminar/conferences. Four Minor Research Project(MRP) funded by UGC and one Major research Project funded by DST-SERB Govt of India are running. One MRP and the Major Research Project are to be completed very soon Career counselling programme was organised to enhance employability among students. Dept. of Botany organised research oriented seminars to enhance quality of research, and generate ideas among teachers and students.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>To enhancing the e resource content of the library INFLIBNET is in operation. KOHA software has been installed and full digitization of the library is under process. Construction work is going on to add more class rooms.</p>
<p>Human Resource Management</p>	<p>The College authority encourages actively faculty members along with IQAC members to attend several workshops on NAAC accreditation process. Also all the faculty and staff members were made part of the Student Exhibition and Cultural competition to ensure proper utilisation of Human resource available within the college.</p>
<p>Industry Interaction / Collaboration</p>	<p>(Prof) Dr. Sampa Das (FNA) eminent scientist, Division of Plant Biology, Bose Institute Kolkata delivered the key note address entitled " Today's Plant Biotechnology Research in India for a Better Tomorrow" .Dr. Debkanta Mandal, Assistant Director of Agriculture(Firm) Dhaniakhali delivered lecture on water conservation. Both the lectures created ample awareness among the students and teachers alike.</p>
<p>Admission of Students</p>	<p>Admission of the students are done strictly online basis as per guidelines of the Govt of West Bengal . The entire process of admission is monitored by an admission implementation committee represented by members from teaching and non-teaching staff, duly constructed by the GB of the College. Any matter regarding admission is solved through the admission implementation committee at its</p>

earliest.

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

E-governance area	Details
Planning and Development	Through college website www.sccollegednk.ac.in camssccollege.in
Administration	College management software CAMS are used. Process is going on to add more features to the college websites.
Finance and Accounts	CAMS software to maintain college accounts, Reception of salary fund from Govt through HRMS portal
Student Admission and Support	Exclusively Online application for student admission in 1st year through college online portal.. For payments of semester/university fees college website https://camssccollege.in/ is used. More features shall be added to it in near future.
Examination	Seat arrangements for University semester examinations are done using CAMS software. Examination notices are uploaded in college website. Urgent notices are also sent through CAMS software by means of SMS as and when required.

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 !!!				
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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)
2019	CBCS orientation programme for staff	CBCS orientation programme for staff	12/03/2019	12/03/2019	36	8
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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
1	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GSLI SCC EMPLOYEES COOPERATIVE CREDIT SOCIETY LTD	GSLI SCC EMPLOYEES CREDIT SOCIETY LTD	POOR FUND, HEALTH HOME, HEALTH INSURANCE, HALF FREE FULL FREE SHIP

6.4 – Financial Management and Resource Mobilization

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

Financial Audits are done regularly by State government nominated external Chartered Accountants.

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
NA	0	0
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6.4.3 – Total corpus fund generated

0

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	Yes	Internal as per proforma provided by Inspector of College, Burdwan University
Administrative	No	Nill	No	Nill

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

Formally this association didn?t exist. However, IQAC organised interface session with the students and parents where faculty members interacted.

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

Employees? Co-operative Society members met once in a year and discussed various problems faced by the Co-operative Society and evaluated the audit report in a thread bare.

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

- Annual Science / Education exhibition
- Construction of three Class Rooms
- Mentoring Process for students has been started in some departments.

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
2018	CBCS orientation programme for newly admitted General course students	07/07/2018	07/07/2018	07/07/2018	823
2018	CBCS orientation programme for newly admitted Honours course students	09/07/2018	09/07/2018	09/07/2018	307
2019	Organizing Annual educational exhibition	12/01/2019	12/01/2019	12/01/2019	1029
2019	Observation of National Science Day	28/02/2019	28/02/2019	28/02/2019	117
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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
Women	08/03/2019	08/03/2019	63	34

empowerment

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

- Creating awareness against water wastage and electricity through intensive campaign .
- Use of renewable energy resources(Solar Panel) and meeting partial power requirements of the college through renewable energy.
- Benefits and challenges of using LED lights and power saving electrical appliances.
- Importance of creating Eco-friendly atmosphere in the College Premises.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2

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
2018	Nil	1	15/08/2018	1	Independence Day Celebration	Inculcating patriotism	171
2018	Nil	1	14/08/2018	1	Tree plantation and garden cleaning program was organised in our college premises and college surroundings	Community awareness programme	58
2019	Nil	1	12/01/2019	1	Celebration of Youth Day	Self awareness programme	88
2019	Nil	1	26/01/2019	1	Republic Day Celebration	Inculcating patriotism	127
2019	Nil	1	20/02/2019	1	A seminar on usage of Bio-fertilizer	Environment awareness programme	101

2019	Nil	1	28/02/2019	1	Ceebration of national science day and health check up	Science Health awareness programme	187
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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)
NA	Nil	NA

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NA	Nil	Nil	Nil

No file uploaded.

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

1. Campus is declared as plastic free zone. 2. Initiatives taken for Rain water harvesting system installation. 3. Initiatives taken for Solar panel installation. 4. Plantation programme has been conducted in 5th June for promoting green environment. 5. Initiatives taken for conservation of existing water-body.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

• Best Practice-1: Science and Educational Exhibition • Best Practice-2 : Interdisciplinary Talks and Interdepartmental Teaching Programme- ITITP

Best Practice-1 Title Science and Educational Exhibition Objectives Science and Educational Exhibition would help the students to develop inquisitiveness and scientific attitude towards life. This would encourage other students to participate and innovate. Context With the introduction of CBCS, the students are required to study in a much wider curriculum which requires definite scientific attitude towards education. Exhibition and scientific models would augment the students to innovate and go beyond book based knowledge. Methodology Teachers effectively provided guidance to the students for preparing different innovative models. Some students also makes model on their own. Results Science and Educational Exhibition helped the students to understand their subjects more practically bring out their inherent human creativeness in an appreciating mode. The overall enthusiasm demonstrated by the students and teachers alike helped bonding their relationship flourish.

Best Practice-2 Title: Interdisciplinary Talks and Interdepartmental Teaching Programme- ITITP Objectives Considering the interdisciplinary nature of the CBCS syllabi this policy aims to make optimum utilisation of the existing human resource available in the institution. This policy would also provide students wider scope to learn from teachers of different disciplines. Context It is difficult to master all the aspects of an interdisciplinary subject in the sphere of higher education. However, the institution has been offering different subjects from different disciplines. Exchange of resources among the academic departments would enable students to acquire better understanding of several interdisciplinary aspects of the subjects. Methodology Academic council discussed the plan of Interdisciplinary Talks and Interdepartmental Teaching Programme (ITITP) with all the departments. Interdisciplinary components in different syllabi were identified. Teachers from different subjects opted for

different components from other departments and a lecture plan was prepared according to the needs of the CBCS curriculum. Moreover different faculty members lectured on their own discipline/research areas to introduce others with their interdisciplinary approach. Results Students found it more enriching to learn from a specialist of a specific interdisciplinary component in their syllabi. This gave them a scope to learn about the real interdisciplinary nature of the subjects they are studying. The wholehearted participation of all the disciplines created an interdisciplinary approach within the internal academia.

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

[https://www.sccollegednk.ac.in/images/uploads/Best_Practices\(18-19\).pdf](https://www.sccollegednk.ac.in/images/uploads/Best_Practices(18-19).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

1. Bridging research and teaching. 2. Imparting quality education with a nominal fee structure 3. Providing opportunities for the holistic development of students 4. Group health insurance for the students 1. High-quality teaching depends on high-quality research work. The College provides ample space for the teachers to carry out their research work. The academic council encourages the teachers to reflect on their research works while teaching through interdisciplinary talks and classes. 2. The college is situated in a comparatively backward region of the state and the bulk of students come from poverty-stricken families. It is imperative on the part of the college to provide quality education to these students. Despite a severe financial crunch, the college has kept the fee structure very minimal as far as possible. 3. Besides academic work the students are provided with ample opportunities to develop their other faculties such as sports and games, community leadership, etc. The Physical Education department along with a well-equipped gymnasium and a Yoga center, provide such spaces to the students for their holistic development. 4. The college introduces a group health insurance scheme for the students with the help of the National Insurance Company. This has been tremendously beneficial to the students as some of them have been settled with claims.

Provide the weblink of the institution

<https://www.sccollegednk.ac.in/content.php?pid=MzA=>

8.Future Plans of Actions for Next Academic Year

- IQAC of the college has a plan to organise various Interdisciplinary National/International seminars in the coming academic year.
- The academic council of the college and IQAC proposed to organise Science Popularisation Programme under the auspices of DST-Govt of West Bengal.
- Introduction of job oriented UG-courses like Microbiology(Honours)
- To obtain feedback from all the stakeholders for betterment of academic practices in future.
- Installation of Biometric attendance devices for staff and more CCTV surveillance.
- To create more environment friendly and green landscape within the campus.
- Creation of rain water harvesting plant.
- Rejuvenation of water body and renovation of medicinal plants garden.