



Yearly Status Report - 2019-2020

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.	09474021041
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_2018_2019.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 Honours Course students	09-Jul-2019 1	276
CBCS orientation programme for newly admitted B.Sc & B.Com General Course Students	12-Jul-2019 1	41
CBCS orientation programme for newly admitted BA General Course Students	15-Jul-2019 1	751
Two-Day International Interdisciplinary Seminar on Heritage, Culture & Identity: Renegotiating the Spaces of Memory in a Time of Rapid Urbanisation Organised by Sarat Centenary College in Collaboration with West Bengal Heritage Commission	20-Jan-2020 2	110
One day Webinar was organized	26-Jun-2020 1	594

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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	600000
DR. SANDIP KUMAR BASAK	MINOR RESEARCH PROJECT	UGC	2019 730	64996
SARAT CENTENARY COLLEGE	NATIONAL SEMINAR	GOVT OF WEST BENGAL	2020 2	50000
SARAT CENTENARY COLLEGE	NATIONAL SEMINAR	GOVT OF WEST BENGAL	2020 2	50000
SARAT CENTENARY COLLEGE	INTER-NATIONAL SEMINAR	WB HERITAGE COMMISSION	2019 2	20000
SARAT CENTENARY COLLEGE	INTER-NATIONAL SEMINAR	ICSSR EAST REG CENTRE	2019 2	70000

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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	View Uploaded 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)	
<ul style="list-style-type: none"> • Organized course wise CBCS Orientation Programme for newly admitted students • Organized Two Day International Interdisciplinary Seminar on Heritage, Culture Identity: Renegotiating the Spaces of Memory in a Time of Rapid Urbanization in Collaboration with West Bengal Heritage Commission • Took initiative for up gradation of Classroom Audio system installation of Biometric Attendance system • Provided guidance for submitting proposal of organizing National Seminar Science Popularization Programme to WBDSTBT • Took the initiative to organize the College CAMS ERP Portal for online class module during Covid19 	
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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	Achievements/Outcomes
Extending support to the College online journal 'postScriptum: An Interdisciplinary Journal of Literary Studies' An Interdisciplinary Journal of Literary Studies	With the support of IQAC and editorial team of the online journal (postScriptum: An Interdisciplinary Journal of Literary Studies' ISSN: 2456-7507) two issues in an Academic year are being published regularly since 2016. July 2019 issue consists of 12 article, one interview and one book review. January 2020 Special Issue was published in Collaboration with AMSICON, Alliance University. It contains 18 articles and one interview. Link: http://postscriptum.co.in/archive/v4/ https://postscriptum.co.in/archive/v5/
Organizing Course Specific CBCS orientation programme for newly admitted students	Course wise Orientation programmes for all newly admitted Students were organised so that they can understand the course curriculum and also about

	the facility they can avail studying here. Most of the admitted students participated in those orientation programmes
Creating awareness on relevant social issues and bondage with the college adjoining society	IQAC played a pivotal role in organizing several awareness & outreach program with active participation of three NSS units and Teacher Council of the college. Notable events organized during the year are-(i) Celebration of National Girl Child Day along with a rally in Dhaniakhali area with NSS volunteers and other students on 26.01.2020 (ii) Dengue Awareness Program on 08.03.2020 (iii) COVID 19 Awareness Program in the college premises on 11.03.2020.
Upgradation of Classroom Audio system & procurement of Biometric Attendance system	IQAC reviewed the status of the Audio system of large Classrooms and took the initiative to repair/replace the non functioning audio equipments. Biometric Attendance device is also procured for digital preservation of data in this regard.
Initiatives to organizing National and International Seminar in the college	IQAC encouraged the Faculty members to make proposal for National and International Seminar so that they can be sent to appropriate funding agencies. Accordingly Two proposals were submitted to WBDSTBT for considerations. Two-Day International Interdisciplinary Seminar on "Heritage, Culture & Identity: Renegotiating the Spaces of Memory in a Time of Rapid Urbanisation" was Organised by the College in Collaboration with West Bengal Heritage Commission on 20 & 21 January 2020.
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
GOVERNING BODY OF SARAT CENTENARY COLLEGE	22-Mar-2024

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2020
Date of Submission	15-May-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	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 (wherever required) during the lectures to demonstrate topics. Class tests/surprise test/ student's 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/entrepreneurship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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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
Nil	NIL	Nil

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
0	Nil	0
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Study of Zooplankton Diversity in the Village Pond Ecosystem of Gurap, under Burdwan District, West Bengal, India	1
BA	EDUCATIONAL TOUR AT VISVA BHARATI UNIVERSITY, SANTINIKETAN, BIRBHUM, WEST BENGAL	83
BA	AGRICULTURE AS THE BASIC MEANS OF LIVELIHOOD:A GEOGRAPHICAL ANALYSIS	32
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Nil
Employers	Nil
Alumni	Nil
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

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.

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	BA HONS (ALL)	438	2423	342
BA	BA GENERAL (ALL)	1048	1634	883
BSc	B.Sc HONS (ALL)	122	417	48
BSc	B.Sc GENERAL (ALL)	237	195	51
BCom	B.COM HONS (ALL)	49	25	16
BCom	B.COM GENERAL (ALL)	237	37	9
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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
2019	2830	0	31	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-	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used

	Resources)				
64	50	25	5	2	8
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 continued mainly for Honours Course Students. Students are divided into several groups. Each teacher maintains an allotted group. Problems of the students are detected. Counseling 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
2830	31	1:91

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
33	26	7	5	17

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	NIL	Nil	NIL
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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	HONS AND GENERAL	VI	28/09/2020	30/10/2020
BSc	HONS AND GENERAL	VI	28/09/2020	30/10/2020
BCom	HONS AND GENERAL	VI	28/09/2020	30/10/2020
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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 v) Online classes through different media as 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_2019-20_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
BAH	BA	HONS	240	223	92.9
BAP	BA	GENERAL	262	138	52.7
BSH	BSc	HONS	47	42	89.4
BSP	BSc	GENERAL	13	13	100
BCH	BCom	HONS	8	8	100
BCP	BCom	GENERAL	4	4	100

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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 initiated 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
Major Projects	1095	SERB	39.37	6
Minor Projects	730	UGC	1.3	0.65
Any Other (Specify)	2	WB GOVT	0.5	0.5
Any Other (Specify)	2	WB GOVT	0.5	0.5
Any Other (Specify)	2	WB HERITAGE COMMISSION	0.2	0.2

Any Other (Specify)	2	ICSSR EAST REGCENTRE	0.7	0.7
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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
NIL	NIL	

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
NIL	NIL	NIL	Nil	NIL
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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	NIL	NIL	NIL	NIL	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
NIL(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)
National	GEOGRAPHY	2	0
National	COMMERCE	3	0
International	COMMERCE	1	0.15
International	BOTANY	1	0
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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
BENGALI	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
Forecasting mangrove ecosystem degradation utilizing quantifiable eco-physiological resilience- A study from Indian Sundarbans	Sandip Kumar Basak	Scientific Reports	2020	0	Sarat Centenary College	20
Delineation of Environmental Issues in Urban Areas of Hooghly District in West Bengal	Basudev Halde	Elementary Education Online, 2020 Vol 19, issue 1	2020	0	Sarat Centenary College	0
Role of Gram Panchayat for Rural poverty alleviation through Government Schemes- A case study in Gopinathpur-1 Gram Panchayet, Dhaniakhali, Hooghly, West Bengal	Basudev Halde	Journal of Critical Reviews 2019	2019	0	Sarat Centenary College	0
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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
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Forecasting mangrove ecosystem degradation utilizing quantifiable eco-physiological resilience- A study from Indian Sundarbans	Sandip Kumar Basak	Scientific Reports	2020	8	20	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
Presented papers	19	3	1	0
Attended/Seminars/Workshops	29	16	7	2
Resource persons	0	0	0	2

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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
Tree Plantation Program and Garden Hedge-making in our College Premises on 5th January, 2020 by our NSS Volunteers and Program Officers.	SCC-NSS UNIT 1,2 3	3	105
Annual Cultural Program on 9th January, 2020 by our NSS Volunteers, NSS Programme officers and ex-program officers in our college ground on behalf of Fresher's Welcome.	SCC-NSS UNIT 1,2 3	3	245
Celebration of National Girl Child	SCC-NSS UNIT 1,2 3	3	102

Day along with a rally in our locality with NSS volunteers and other students on 26.01.2020.			
Republic Day Observation on 26th January, 2020 in our college premises at 8.00 am by our NSS Volunteers, other students and some local children	SCC-NSS UNIT 1,2 3	3	62
Trees and Saplings plantation program in our college garden and Weeds Eradication by our NSS Volunteers and Program Officers on 05.03.2020	SCC-NSS UNIT 1,2 3	3	155
Dengue Awareness Program in our college Auditorium on 08.03.2020 by our NSS Volunteers and Program Officers.	SCC-NSS UNIT 1,2 3	3	145
International Womens Day was celebrated in our college Auditorium on 8th March, 2020 by NSS Volunteers and Program Officers. Dr Susanta Bhattacharya was the speaker in this program.	SCC-NSS UNIT 1,2 3	3	162
COVID 19 Awareness Program in our college premises by NSS Program Officers on 11.03.2020.	SCC-NSS UNIT 1,2 3	3	142
Tree Plantation program in our college ground and garden by our NSS Volunteers, office staff and Program Officers and our	SCC-NSS UNIT 1,2 3	3	105

Principal sir on 05.06.2020. This program had been graced by our Principals speech regarding World Environment issues and prote		
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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
NIL	0	NIL	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
NIL	NIL	NIL	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
1. RESEARCH PROJECT WITH WBSU	DR. SANDIP KUMAR BASAK	SERB, DST, GOVT OF INDIA	1095
RESEARCH PROJECT WITH WBSU AND DIBRUGARH UNIVERSITY, ASSAM	DR. SANDIP KUMAR BASAK	DBT, GOVT OF INDIA	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
NIL	NIL	NIL	Nill	Nill	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
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NIL	Nil	NIL	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
20.6	50.02

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	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 Books	21293	1530804	24	3751	21317	1534555
Reference Books	227	49411	0	0	227	49411
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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
NIL	NIL	NIL	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	80	9
Added	0	0	0	0	0	0	0	20	0
Total	51	12	51	0	0	12	18	100	9

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
0	Nil

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
10.23	7.87	55.82	54.63

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, Full Fee Poor Fund	0	0
Financial Support from Other Sources			
a) National	SC, ST, OBC, MINORITY SERVICES, SWMCM	2208	0
b) International	0	0	0

[View File](#)

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

Name of the capability enhancement scheme	Date of 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
2019	NIL	0	0	0	0
2020	NIL	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	NIL	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
2020	6	BA GENERAL	EDUCATION	BU, RBU	M.A
2020	11	BA (HONS)	ENGLISH	BU	M.A
2020	8	BA (HONS)	HISTORY	BU	M.A.
2020	6	BA (HONS)	PHILOSOPHY	BU, RBU	M.A.
2020	3	BA GENERAL	PHYSICAL EDUCATION	BU, OTHER	B.PED
2020	5	BA (HONS)	POLITICAL SCIENCE	BU	M.A.
2020	19	BA (HONS)	BENGALI	BU	M.A.
2020	8	B.SC (HONS)		B.ED	B.ED

			MATHEMATICS	COLLEGE	
2020	10	BA (HONS)	SANSKRIT	BU	M.A.
2020	25	BA (HONS)	GEOGRAPHY	BU, RBU, KAZI NAZRUL UNIV	M.A, B.ED, D.ELD, NURSING, M.SC GEOINFO RMATICS
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
NET	0
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	141
COLLEGE ANNUAL CULTURAL FESTIVAL	INSTITUTION	143
No file uploaded.		

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
2019	INTER COLLEGE STATE SPORTS AND GAMES CHAMPIONSHIP 2019-20	National	1	Nil	Nil	SABNAM PARVIN
2019	EAST ZONE INTER UNIVERSITY 2019	National	1	Nil	Nil	NIL
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 initiative 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?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

NOT KNOWN

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 to maintain a safe environment for the staff, students, and institutional properties. This decentralization of responsibilities was unexpectedly broadened with the additional security staff members, who have not only embraced security duties but have also assumed various institution-related tasks. These tasks extend beyond traditional security roles and include responsibilities like tending to the college gardens, monitoring and managing the use of electrical resources by switching off lights and fans when necessary and supplying portable drinking water. By empowering security staff to engage in these diverse activities, the concept of decentralization proves to be effective in fostering participatory management practices within the institution. One remarkable aspect of this decentralized approach is the inclusivity it ensures, as even employees from a private security firm are encouraged to share in the daily workload. Responding to the essential need for cool drinking water, the College administration took a proactive step by installing modern water purifiers throughout the premises. In encouraging departmental students to exercise caution in handling and maintaining these water purifiers, the institution emphasizes the importance of responsible water usage among its community members. This decentralized strategy aims to promote participatory management by directly involving students in the operational aspects of the College, ensuring a sense of ownership and accountability for the facilities and services provided. In essence, the approach of decentralization in task distribution and management involves assigning responsibilities across various roles efficiently, thereby promoting a culture of shared ownership and involvement. By incorporating security personnel into daily operational tasks and engaging students in responsibilities beyond academics, the institution establishes a comprehensive system that prioritizes collective efforts and contributions in ensuring a safe and conducive environment for all stakeholders.

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	<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 teachers and students positively. The more and more interdisciplinary approach helps the teaching-learning process most effectively. Accordingly, all the faculties use the ICT-based teaching process though a hundred percent achievement in this regard is still to be achieved which is our dream. Regularised class tests lab tests and wifi-enabled zones in 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, 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>Recognizing the vital importance of fostering Industry interaction and collaboration within the academic setting of our college it is very important for preparing students adequately for the dynamic demands of the modern workforce. When academic institutions actively engage with industries, students benefit from real-world insights, practical experiences, and networking opportunities that significantly enhance their educational journey. By bridging the gap between academia and industry, this college helps students valuable exposure to industry practices, trends, and innovations, thereby equipping them with the skills and knowledge needed to succeed in their future careers.</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</p>

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 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 and 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
Nil	NIL	NIL	NIL	0
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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)
2020	TRAINING REGARDING	TRAINING REGARDING	16/03/2020	16/03/2020	45	14

ONLINE
TEACHING

ONLINE
OFFICE
WORK

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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
UGC SPONSORED ORIENTATION PROGRAMME FROM PRSU RAIPUR	2	07/01/2020	27/01/2020	21
ORIENTATION PROGRAMME	2	26/06/2020	24/07/2020	28
REFRESHER COURSE (INTER DISCIPLINARY) FROM NBU HRDC	1	07/11/2019	20/11/2019	14
REFRESHER COURSE (INTER DISCIPLINARY) FROM RANCHI UNIV HRDC	1	16/08/2019	29/08/2019	14
REFRESHER COURSE FROM SWAYAM ONLINE	1	01/10/2019	31/12/2019	92
REFRESHER COURSE FROM SWAYAM ONLINE ON	1	01/09/2019	16/02/2020	138
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
5	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GSLI SCC EMPLOYEES COOPERATIVE CREDIT SOCIETY LTD	GSLI SCC EMPLOYEES COOPERATIVE 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	NIL
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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	NIL	Yes	Internal as per proforma provided by Inspector of College, Burdwan University
Administrative	No	NIL	No	NIL

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

Formally this association didnt exist. However, IQAC organized 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 a year and discussed various problems faced by the Co-operative Society and evaluated the audit report in a threadbare.

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

Regular Orientation Program for Students of Honours and General Courses • Construction of six Class Rooms • The 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
2019	CBCS orientation programme for newly admitted Honours	09/07/2019	09/07/2019	09/07/2019	276

	Course students				
2019	CBCS orientation programme for newly admitted B.Sc B.Com General Course Students	12/07/2019	12/07/2019	12/07/2019	41
2019	CBCS orientation programme for newly admitted BA General Course Students	15/07/2019	15/07/2019	15/07/2019	751
2020	Two-Day International Interdisciplinary Seminar on Heritage, Culture Identity: Renegotiating the Spaces of Memory in a Time of Rapid Urbanisation Organised by Sarat Centenary College in Collaboration with West Bengal Heritage Commission	20/01/2020	20/01/2020	21/01/2020	110
2020	Webinar was organized on Covid 19	26/06/2020	26/06/2020	26/06/2020	594
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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
NIL	Nil	Nil	0	0

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 campaigns.
- 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 an 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
2020	Nil	1	08/03/2020	1	Dengue Awareness Program	AWARENESS CREATION	145
2020	Nil	1	05/01/2020	1	Tree Plantation Program and Garden Hedge-making in our College Premises on 5th January, 2020 by our NSS Volunteers and Program Officers.	COMMUNITY AWARENESS PROGRAMME	105
2020	Nil	1	09/01/2020	1	Annual Cultural Program	INCULCATING FRIENDLINESS AND HARMONY	245
2020	Nil	1	26/01/2020	1	Celebration of National Girl Child Day along with a	CREATING RESPECT FOR GIRL STUDENTS	102

					rally in our locality		
2020	Nil	1	26/01/2020	1	Republic Day Observation on 26th January, 2020 in our college premises	INCULCATING PATRIOTISM	62

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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)
NIL	Nil	NIL

7.1.6 – Activities conducted for promotion of universal Values and Ethics

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

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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 Rainwater harvesting system installation. 3. Initiatives taken for Solar panel installation. 4. A plantation programme has been conducted on 5th June to promote a green environment. 5. Initiatives taken for the conservation of existing water-body.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE:1 TITLE: MULTIDISCIPLINARY TALKS PROGRAMME (MTP): OBJECTIVES: To cope up with the current trend of multidisciplinary approach, the teachers' council of the college has taken initiative to start a Multidisciplinary Talks Programme (MTP), a series of lectures delivered by several faculty members on their respective research arenas. The initiatives have been immensely instructive and popular among all the faculty members of the college. **CONTEXT:** The most important significance in the present world of academia throughout the world is multidisciplinary approach to any academic problem faced by the researcher. **METHODOLOGY:** The teachers who participated in the deliberations used ppt and traditional lecture method. **RESULTS:** The interdisciplinary talks provided the teachers with an opportunity to refresh their own research area with multidisciplinary approach. **BEST PRACTICE:2 TITLE: INTERNAL FACULTY EXCHANGE PROGRAMME (IFEP) OBJECTIVES:** The institution took the initiative to enlighten the students in the spirit of a multidisciplinary approach through an internal faculty exchange programme (IFEP) where faculties from different disciplines frequently visit other departments and exchange deliberations with the students in an interdisciplinary manner. **CONTEXT:** It is imperative for an academic institution to provide students with a multidisciplinary approach to the curricula. **METHODOLOGY:** In two departments multidisciplinary method was introduced and reflected in the class routine. Other faculties visit and deliver lectures on the basis of invitation. **RESULTS:** The exuberant enthusiasm

of the students in these interdisciplinary 'classes' encourages the faculties to take the programme in a more regular way.

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

https://sccollegednk.ac.in/images/uploads/Best_Practices%202019-20.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://sccollegednk.ac.in/content.php?pid=MzA=>

8.Future Plans of Actions for Next Academic Year

The last quarter of the Academic session 2019-2020 is under the phase of lockdown due to the COVID-19 breakout and there is no surety about normal classes to resume. Future plan has been framed mainly through discussions held under telephonic / WhatsApp group calls. IQAC has a plan to (i) organize more webinars on COVID-19 and other relevant issues. (ii) organize an internal online Faculty Development Programme so that all faculty members can use the online platform more efficiently (iii) organize an online webinar on behalf of our college online journal 'postScriptum: An Interdisciplinary Journal of Literary Studies'