



## YEARLY STATUS REPORT - 2020-2021

| <b>Part A</b>  |  |
|--|--|
| <b>Data of the Institution</b>                       |  |
| <b>1.Name of the Institution</b>                     | <b>SUKANTA MAHAVIDYALAYA</b>                       |
| • Name of the Head of the institution                | <b>DR. NILANGSHU SEKHAR DAS</b>                    |
| • Designation  | <b>PRINCIPAL</b>                                   |
| • Does the institution function from its own campus? | <b>Yes</b>   |
| • Phone no./Alternate phone no.                      | <b>+918436238571</b>                               |
| • Mobile No:   | <b>9800783224</b>                                  |
| • Registered e-mail                                  | <b>sukantamahavidyalaya@gmail.com</b>              |
| • Alternate e-mail                                   | <b>iqac_coordinator@sukantamahavidyalaya.ac.in</b> |
| • Address  | <b>SUKANTA NAGAR, WARD NO - 1, P.O. - DHUPGURI</b> |
| • City/Town  | <b>DHUPGURI</b>                                    |
| • State/UT   | <b>WEST BENGAL</b>                                 |
| • Pin Code   | <b>735210</b>                                      |
| <b>2.Institutional status</b>                        |  |
| • Type of Institution                                | <b>Co-education</b>                                |
| • Location   | <b>Urban</b>                                       |
| • Financial Status                                   | <b>Grants-in aid</b>                               |

| • Name of the Affiliating University   | UNIVERSITY OF NORTH BENGAL  |       |                       |               |                       |               |             |         |   |      |      |            |            |
|--|---|-------|-----------------------|---------------|-----------------------|---------------|-------------|---------|---|------|------|------------|------------|
| • Name of the IQAC Coordinator   | DR. CHANCHAL SINHA  |       |                       |               |                       |               |             |         |   |      |      |            |            |
| • Phone No.  | 09832390376   |       |                       |               |                       |               |             |         |   |      |      |            |            |
| • Alternate phone No.  | 7001649508  |       |                       |               |                       |               |             |         |   |      |      |            |            |
| • Mobile   | 7001649508  |       |                       |               |                       |               |             |         |   |      |      |            |            |
| • IQAC e-mail address  | iqac_coordinator@sukantamahavidyalaya.ac.in   |       |                       |               |                       |               |             |         |   |      |      |            |            |
| • Alternate e-mail address   | sukantamahavidyalaya@gmail.com  |       |                       |               |                       |               |             |         |   |      |      |            |            |
| <b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>  | <a href="https://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/07/FINAL-AQAR-2019-2020-SMV.pdf">https://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/07/FINAL-AQAR-2019-2020-SMV.pdf</a> |       |                       |               |                       |               |             |         |   |      |      |            |            |
| <b>4.Whether Academic Calendar prepared during the year?</b>   | Yes   |       |                       |               |                       |               |             |         |   |      |      |            |            |
| • if yes, whether it is uploaded in the Institutional website Web link:  | <a href="https://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/07/Academic-Calender-2020.pdf">https://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/07/Academic-Calender-2020.pdf</a>     |       |                       |               |                       |               |             |         |   |      |      |            |            |
| <b>5.Accreditation Details</b>   |   |       |                       |               |                       |               |             |         |   |      |      |            |            |
| <table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B</td> <td>2.19</td> <td>2014</td> <td>21/02/2014</td> <td>20/02/2019</td> </tr> </tbody> </table> |   | Cycle | Grade                 | CGPA          | Year of Accreditation | Validity from | Validity to | Cycle 1 | B | 2.19 | 2014 | 21/02/2014 | 20/02/2019 |
| Cycle  | Grade   | CGPA  | Year of Accreditation | Validity from | Validity to           |               |             |         |   |      |      |            |            |
| Cycle 1  | B   | 2.19  | 2014                  | 21/02/2014    | 20/02/2019            |               |             |         |   |      |      |            |            |
| <b>6.Date of Establishment of IQAC</b>   | 27/02/2014  |       |                       |               |                       |               |             |         |   |      |      |            |            |
| <b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>   |   |       |                       |               |                       |               |             |         |   |      |      |            |            |
|  |   |       |                       |               |                       |               |             |         |   |      |      |            |            |

| Institutional/Department /Faculty | Scheme                      | Funding Agency     | Year of award with duration | Amount      |
|-----------------------------------|-----------------------------|--------------------|-----------------------------|-------------|
| Sukanta Mahavidyalaya             | Salary for the Year 2020-21 | State Government   | 2020-21/1 Year              | 65330388.00 |
| Sukanta Mahavidyalaya             | Space lease for ATM         | SBI                | 2020-21/ 1 Year             | 65000       |
| Sukanta Mahavidyalaya             | BBA professional Course     | BBA                | 2020-21/ 1 Year             | 881584      |
| Sukanta Mahavidyalaya             | Admission Application fee   | Fees from Students | 2020-21/ 1 Year             | 345059.70   |
| Sukanta Mahavidyalaya             | Room Rent                   | Canteen renter     | 2020-21/ 1 Year             | 1500        |

|  |                           |
|--|---------------------------|
| <b>8. Whether composition of IQAC as per latest NAAC guidelines</b>  | <b>Yes</b>                |
| <ul style="list-style-type: none"> <li>Upload latest notification of formation of IQAC</li> </ul>  | <a href="#">View File</a> |
| <b>9.No. of IQAC meetings held during the year</b>   | <b>3</b>                  |
| <ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul> | <b>Yes</b>                |
| <ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>   | <a href="#">View File</a> |
| <b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>   | <b>No</b>                 |
| <ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>   |                           |

|  |  |
|--|--|
| <b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>   |  |
| IQAC, during the pandemic initiated G-SUIT for Education subscription from Google and exercised online teaching-learning activities with this subscription.                  |  |
| IQAC organized webinars both nationally and internationally with various departments of the college.   |  |
| For the benefit of the student at large number, semester-wise study materials of different departments have been uploaded to the college website.                            |  |
| IQAC stimulates the NSS department of the college to work at the very ground level where both awareness and sanitization programs are conducted during pandemics.            |  |
| <b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b> |  |
| Plan of Action   | Achievements/Outcomes  |
| To select the suitable platform for online teaching.   | G-suit subscription has been made and G-suit accounts have been created and distributed.   |
| To enhance the access of study materials through online mode   | Every department prepares semester wise study materials and uploaded the same in the college website. The librarian of the college also prepares separate open e-resources for the students. |
| To conduct webinars during pandemic.   | IQAC with collaboration with various departments of the college has organized national and international webinars.   |
| Preparation of AQAR  | The process is in full swing.  |
| Feedback from the students.  | IQAC designed feedback form for different stakeholders and collected the same.   |
| <b>13. Whether the AQAR was placed before statutory body?</b>  | <b>Yes</b>   |
| <ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>   |  |

| Name                                   | Date of meeting(s) |
|--|--------------------|
| IQAC and Governing Body of the College | 02/07/2022         |

**14. Whether institutional data submitted to AISHE**

| Year | Date of Submission |
|------|--------------------|
| 2022 | 01/02/2022         |

**15. Multidisciplinary / interdisciplinary**

The institution recognizes the National Education Policy's vision, which is to deliver high-quality education and to build human resources in our country. All faculty members are well aware of the fundamental tenets of NEP, including curriculum design and pedagogical knowledge with technological advances in teaching process, boosting strategic decision and innovative thinking, logical analysis, and creative thinking. The college authority is planning to integrate the NEP's inter/multidisciplinary dimension to the existing curriculum. College firmly believes that curriculums should indeed to be revised to incorporate interdisciplinary/multidisciplinary modules as electives so that students have great freedom to select electives from subjects also. However, the institution is not the proper authority to create the curriculum for the courses it offers. For such, we are reliant on the affiliated university. At the moment, it can be considered that the College is prepared enough to put the recommendations made in the NEP into action as and when instructed by the affiliated institution.

**16. Academic bank of credits (ABC):**

Academic Bank of Credits (ABC) is a virtual/digital repository that houses data on the credits that certain students have accrued over the course of respective academic pursuits. Under the Digital India Program, the Government of India has created the National Academic Depository (as nad.digitallocker.gov.in platform) to provide an online archive for all academic achievements. Our organization recently uses a choice-based credit system (CBCS) for all of its programmes, and all courses are associated with the University of North Bengal, which has not yet approved the said ABC through its Academic Council resolutions. After receiving approval and the affiliating university's recommendation, our institution will officially register on the ABC portal.

**17.Skill development:**

The National Education Policy 2020, which places a strong emphasis on skill development, will be crucial in reshaping the educational ecosystem and increasing future generations' employability. The college is aware of how education plays a part in equipping students with sufficient skills and knowledge. In tune of that Sukanta Mahavidyalaya focuses on the training of students as a troubling skill gap affects employment in every area. In addition to that UGC has introduced DDU KAUSHAL KENDRA (DDUKK) to promote vocational courses in recognition of the significance and requirement of strengthening skills of the students and producing effective workforce on a broad scale. Our college is eager to put this idea into practice. According to the National Skill Qualification Framework (NSQF), the institution constantly seeks to establish vocational programmes. College currently operating 2 diploma courses and already conducted 3 skill development programme. Students who successfully finish the first SEM of the programme are eligible for these courses. For the next session the college authority already approved another PG diploma courses from the next session.

**18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

Regional languages like Bengali and traditional languages like Sanskrit are taught as core courses as well as in LCC (Language Core Course) and AECC (Ability Enhancement Compulsory Courses) in addition to teaching in English as a foreign language. The college authority makes it mandatory for AECC in English for BBA courses. In order to support Bengali learners and help them comprehend the cultural values reflected in Bengali literature, cultural programmes, webinars/seminars or other events are occasionally organized in Bengali medium.

**19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

Till now, there are 33 programmes available at Sukanta Mahavidyalaya in the sciences, humanities and social sciences. The affiliating university (the University of North Bengal) approved all these curricula as outcomes-based education (OBE), taking into account the local and national needs. Accordingly, the outcome-based education model has been applied in our institution, and the programme outcomes (PO), program-specific outcomes (PSO), and course outcomes (CO) are all clearly outlined in our college website. All modules are created with an eye toward outcomes and are focused on the cognitive skills of comprehending, remembering, applying, investigating, appraising, and creating. In addition to domain-

specific expertise, the learning outcomes assure responsibility to society, and morality so that graduates make a significant contribution to the country's socio-economic, environmental, and social well-being. The PO-PSO paradigm is also in line with the course outcomes (COs). In order to implement NEP's principles, all course syllabus have been developed with proper attention regarding macroeconomic and societal needs in particular.

## 20.Distance education/online education:

Owing to the COVID-19 crisis, educational establishments across the nation are adopting digital platforms more frequently to engage students and host events, meetings, conferences and seminars. Our institution also used digital platform during COVID-19 lockdown period to impart knowledge among students, as well as conducted several meetings to discuss different academic issues and arranged a number of seminars/webinars in the tune of current ongoing COVID-19 scenario. Despite the drawbacks of digital learning, such as the absence of face-to-face engagement, it has enabled students from different parts of the regions to connect. Adoption of hybrid educational paradigm that combines physical and digital platform (collectively we can call it as PHYGITAL) has been made possible by the rapid development of the economy, including academic institutions. This could be seen as the new norm that is also envisioned in the National Education Policy framework. As a consequence of that, the access to digital materials for teachers and students won't be a problem going forward thanks to the expertise acquired during COVID-19 pandemic period.

## Extended Profile

### 1.Programme

1.1 630

Number of courses offered by the institution across all programs during the year

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

### 2.Student

2.1 6478

Number of students during the year

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

2.2

1441

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

2.3

1683

Number of outgoing/ final year students during the year

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

### 3.Academic

3.1

73

Number of full time teachers during the year

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

3.2

62

Number of Sanctioned posts during the year



## Extended Profile

### 1. Programme

|  |            |
|--|------------|
| 1.1  | <b>630</b> |
| Number of courses offered by the institution across all programs during the year |            |

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

### 2. Student

|                                    |             |
|------------------------------------|-------------|
| 2.1                                | <b>6478</b> |
| Number of students during the year |             |

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

|  |             |
|--|-------------|
| 2.2  | <b>1441</b> |
| Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year |             |

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

|   |             |
|---|-------------|
| 2.3   | <b>1683</b> |
| Number of outgoing/ final year students during the year |             |

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

### 3. Academic

|  |           |
|--|-----------|
| 3.1  | <b>73</b> |
| Number of full time teachers during the year |           |

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

|  |    |
|--|----|
| 3.2  | 62 |
| Number of Sanctioned posts during the year |    |

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

|   |            |
|---|------------|
| <b>4.Institution</b>  |            |
| 4.1   | 60         |
| Total number of Classrooms and Seminar halls                      |            |
| 4.2   | 7823307.00 |
| Total expenditure excluding salary during the year (INR in lakhs) |            |
| 4.3   | 71         |
| Total number of computers on campus for academic purposes         |            |

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college tries to ensure effective and timely delivery of the curriculum prescribed by the University of North Bengal. The curriculum is executed as per the prescribed Routine and academic calendar. At the beginning of each academic session, a routine is shared with each and every department mentioning the exact time and room number of classes. Classes are allotted keeping in mind the requirement of the CBCS system. Owing to the Pandemic situation each teacher has maintained the online attendance in separate sheets. During the normal teaching-learning period, teachers usually adopt from chalk and talk to an ICT-enabled curriculum delivery system. But due to the pandemic scenario/ suspension of in-person teaching, Teachers had to adopt the online mode of teaching-learning. Teachers used Google Meet or any other available platforms at the initial stage. Later on, the college used G Suite in a uniform way.

The academic departments conduct internal assessments through

regular tests, assignments, and question-answer sessions. This helps build a deeper understanding of each and every course. Invited lectures and seminars are organized by some departments to make the course very understandable to the students. Both the college teachers and the resource person attempt an exhaustive discussion keeping in mind the objective of each course.

| File Description                    | Documents                 |
|-------------------------------------|---------------------------|
| Upload relevant supporting document | <a href="#">View File</a> |
| Link for Additional information     | Nil                       |

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

At the beginning of each academic session, an academic calendar both college level and department level is prepared and shared with the students a tentative schedule of the upcoming major curricular co-curricular and extra-curricular activities in advance. The academic calendar includes a tentative date of commencement of classes, dates of internal assessment, dates of university examinations, major college events like college social, annual sports, foundation day celebration, and some cultural programs. The college tries to comply with the academic calendar. The internal evaluation lies at the liberty of teachers. The assessment process varies from the class test, quiz, surprise test, mock teaching by the students, and students' seminar/webinar. Owing to the pandemic situation this year entire internal evaluation was conducted online to meet the compulsory requirement of internal assessment.

| File Description                     | Documents                 |
|--------------------------------------|---------------------------|
| Upload relevant supporting documents | <a href="#">View File</a> |
| Link for Additional information      | Nil                       |

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating**

A. All of the above

| <b>University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University</b> |                           |
|--|---------------------------|
| File Description   | Documents                 |
| Details of participation of teachers in various bodies/activities provided as a response to the metric   | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| <b>1.2 - Academic Flexibility</b>  |                           |
| <b>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b>  |                           |
| <b>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</b>  |                           |
| <b>33</b>  |                           |
| File Description   | Documents                 |
| Any additional information   | <a href="#">View File</a> |
| Minutes of relevant Academic Council/ BOS meetings   | <a href="#">View File</a> |
| Institutional data in prescribed format (Data Template)  | <a href="#">View File</a> |
| <b>1.2.2 - Number of Add on /Certificate programs offered during the year</b>  |                           |
| <b>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</b>  |                           |
| <b>2</b>   |                           |
| File Description   | Documents                 |
| Any additional information   | <b>No File Uploaded</b>   |
| Brochure or any other document relating to Add on /Certificate programs  | <b>No File Uploaded</b>   |
| List of Add on /Certificate programs (Data Template )  | <a href="#">View File</a> |

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**

17

**1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year**

17

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | No File Uploaded          |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | <a href="#">View File</a> |

**1.3 - Curriculum Enrichment****1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

Since the introduction of the CBCS pattern by the University of North Bengal this college is following the CBCS curriculum. In the Curriculum, there are several crosscutting issues that are extremely relevant and connected to professional Ethics, Human Values, Environment, and Sustainability in the curriculum. We have environmental studies as a compulsory paper in Semester I where multiple issues are discussed. There are topics in the Language subjects (Bengali, English & Sanskrit) that deals with issues that encompass issues like gender inequalities, the role of women, the importance of nature, and human rights. Professional ethics and social responsibilities are also discussed in the subjects like History, Economics, and Political Science. Science subjects like Botany, Zoology, and Geography cover the environmental areas and social responsibility. The awareness of the diversity of animal kingdom and plant lives and the threatened and endangered species emphasizes the necessity for conservation of those for a sustainable life.

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | No File Uploaded          |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum | <a href="#">View File</a> |

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

29

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | No File Uploaded          |
| Programme / Curriculum/ Syllabus of the courses   | <a href="#">View File</a> |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses                    | No File Uploaded          |
| MoU's with relevant organizations for these courses, if any   | No File Uploaded          |
| Number of courses that include experiential learning through project work/field work/internship (Data Template) | <a href="#">View File</a> |

### 1.3.3 - Number of students undertaking project work/field work/ internships

2824

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | <a href="#">View File</a> |

### 1.4 - Feedback System

| <b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>  | <b>A. All of the above</b>  |           |                                     |                           |  |   |                                    |                           |  |
|--|---|-----------|-------------------------------------|---------------------------|--|---|------------------------------------|---------------------------|--|
| <table border="1"> <thead> <tr> <th data-bbox="86 353 529 421">File Description</th> <th data-bbox="529 353 1436 421">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 421 529 524">URL for stakeholder feedback report</td> <td data-bbox="529 421 1436 524" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 524 529 743">Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)</td> <td data-bbox="529 524 1436 743" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="86 743 529 846">Any additional information(Upload)</td> <td data-bbox="529 743 1436 846" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table> | File Description  | Documents | URL for stakeholder feedback report | <a href="#">View File</a> | Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload) | <b>No File Uploaded</b>   | Any additional information(Upload) | <a href="#">View File</a> |  |
| File Description   | Documents   |           |                                     |                           |  |   |                                    |                           |  |
| URL for stakeholder feedback report  | <a href="#">View File</a>   |           |                                     |                           |  |   |                                    |                           |  |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)   | <b>No File Uploaded</b>   |           |                                     |                           |  |   |                                    |                           |  |
| Any additional information(Upload)   | <a href="#">View File</a>   |           |                                     |                           |  |   |                                    |                           |  |
| <b>1.4.2 - Feedback process of the Institution may be classified as follows</b>  | <b>A. Feedback collected, analyzed and action taken and feedback available on website</b>   |           |                                     |                           |  |   |                                    |                           |  |
| <table border="1"> <thead> <tr> <th data-bbox="86 1025 529 1093">File Description</th> <th data-bbox="529 1025 1436 1093">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1093 529 1196">Upload any additional information</td> <td data-bbox="529 1093 1436 1196" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 1196 529 1379">URL for feedback report</td> <td data-bbox="529 1196 1436 1379" style="text-align: center;"><a href="http://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/07/1.4.2-Feedback-Link-Analysis-Report-2020-21.pdf">http://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/07/1.4.2-Feedback-Link-Analysis-Report-2020-21.pdf</a></td> </tr> </tbody> </table>  | File Description  | Documents | Upload any additional information   | <a href="#">View File</a> | URL for feedback report  | <a href="http://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/07/1.4.2-Feedback-Link-Analysis-Report-2020-21.pdf">http://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/07/1.4.2-Feedback-Link-Analysis-Report-2020-21.pdf</a> |                                    |                           |  |
| File Description   | Documents   |           |                                     |                           |  |   |                                    |                           |  |
| Upload any additional information  | <a href="#">View File</a>   |           |                                     |                           |  |   |                                    |                           |  |
| URL for feedback report  | <a href="http://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/07/1.4.2-Feedback-Link-Analysis-Report-2020-21.pdf">http://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/07/1.4.2-Feedback-Link-Analysis-Report-2020-21.pdf</a> |           |                                     |                           |  |   |                                    |                           |  |
| <b>TEACHING-LEARNING AND EVALUATION</b>  |   |           |                                     |                           |  |   |                                    |                           |  |
| <b>2.1 - Student Enrollment and Profile</b>  |   |           |                                     |                           |  |   |                                    |                           |  |
| <b>2.1.1 - Enrolment Number Number of students admitted during the year</b>  |   |           |                                     |                           |  |   |                                    |                           |  |
| <b>2.1.1.1 - Number of sanctioned seats during the year</b>  |   |           |                                     |                           |  |   |                                    |                           |  |
| <b>3119</b>  |   |           |                                     |                           |  |   |                                    |                           |  |
| <table border="1"> <thead> <tr> <th data-bbox="86 1751 529 1818">File Description</th> <th data-bbox="529 1751 1436 1818">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1818 529 1886">Any additional information</td> <td data-bbox="529 1818 1436 1886" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="86 1886 529 1989">Institutional data in prescribed format</td> <td data-bbox="529 1886 1436 1989" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>   | File Description  | Documents | Any additional information          | <b>No File Uploaded</b>   | Institutional data in prescribed format  | <a href="#">View File</a>   |                                    |                           |  |
| File Description   | Documents   |           |                                     |                           |  |   |                                    |                           |  |
| Any additional information   | <b>No File Uploaded</b>   |           |                                     |                           |  |   |                                    |                           |  |
| Institutional data in prescribed format  | <a href="#">View File</a>   |           |                                     |                           |  |   |                                    |                           |  |
| <b>2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC,</b>  |   |           |                                     |                           |  |   |                                    |                           |  |

**Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

2667

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information                                    | No File Uploaded          |
| Number of seats filled against seats reserved (Data Template) | <a href="#">View File</a> |

**2.2 - Catering to Student Diversity**

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Classes are equitably distributed among the Teachers and Teachers take the assigned classes of each semester in a regulated manner to ensure the timely coverage of the assigned topics as per the academic calendar. But owing to various receiving capacities of the students all the students cannot grasp properly the lessons/teachings well within the given time. Some students feel discomfort and start lagging behind in learning due to unavoidable constraints of online teaching, and the unavailability of books at hand. To treat the discomfort of such students, Teachers prepared study materials and share them over google drive, semester-wise WhatsApp group, and the academic resource section of the college website. To cater the special needs of slow learners, Teachers arrange special classes to remove uneasiness. Group discussions and quiz contests are arranged to encourage the learners. Student seminar on the particular course is conducted to encourage slow learners.

For the advanced learners, different departments conduct extension lectures to provide an easy and clear understanding of a topic. They are also encouraged to participate in various online courses and webinars so that they can listen to eminent academicians.

| File Description                  | Documents                 |
|-----------------------------------|---------------------------|
| Link for additional Information   | Nil                       |
| Upload any additional information | <a href="#">View File</a> |



**2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)**

|                    |                    |
|--------------------|--------------------|
| Number of Students | Number of Teachers |
| 6478               | 73                 |

| File Description           | Documents                 |
|----------------------------|---------------------------|
| Any additional information | <a href="#">View File</a> |

**2.3 - Teaching- Learning Process**

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Owing to restriction on offline or in-person teaching, physical classroom activities was not possible. But the college encouraged the students to participate in online teaching-learning activities. They attended online classes and delivered presentations in the students' seminar. Mock teaching was also arranged by some departments usually on the google platform. Besides, students were asked to interact in the online classes. Experiential learning through social outreach and the survey-based project is compulsory in some courses.

| File Description                  | Documents                 |
|-----------------------------------|---------------------------|
| Upload any additional information | <a href="#">View File</a> |
| Link for additional information   | Nil                       |

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Due to Pandemic-related restrictions on physical classroom teaching all the teachers practiced online teaching using Google Meet Platform or any other available Teaching learning Tool. Later the college managed to buy a common platform - G-suit for academic purposes. Teachers already created WhatsApp groups for sharing important information and class notes. Before the start of a particular class, the link is shared with the students. After a class is over study materials are shared in the WhatsApp group. Later the study materials are uploaded to the academic resource section of the departmental corner on the college website. The assessment was also conducted online. To conduct online classes teachers generally used laptops, Desktops, and/or smartphones.

| File Description  | Documents   |
|---|---|
| Upload any additional information   | <a href="#">View File</a>   |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | <a href="http://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/07/2.3.2-ICT-enabled-Tools.pdf">http://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/07/2.3.2-ICT-enabled-Tools.pdf</a> |

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

73

| File Description  | Documents                 |
|---|---------------------------|
| Upload, number of students enrolled and full time teachers on roll. | <a href="#">View File</a> |
| Circulars pertaining to assigning mentors to mentees                | <a href="#">View File</a> |
| mentor/mentee ratio   | <a href="#">View File</a> |

### 2.4 - Teacher Profile and Quality

#### 2.4.1 - Number of full time teachers against sanctioned posts during the year

73

| File Description   | Documents                 |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | <a href="#">View File</a> |
| Any additional information                                       | No File Uploaded          |
| List of the faculty members authenticated by the Head of HEI     | <a href="#">View File</a> |

#### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

##### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

14

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template) | <a href="#">View File</a> |

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

651

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | No File Uploaded          |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | <a href="#">View File</a> |

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Internal assessment, an integral part of the CBCS framework is carried out at two levels. At the beginning of an academic session schedule for Internal Assessment is shared with the students. Before examination for Internal Assessment, Teachers conduct several examinations like oral tests, class tests, home assignments, surprise tests, etc. Results of all such class tests are shared with the students and they are also informed about the ways for their improvements. Doubts are cleared and students are made aware of their mistakes. Although Teachers conduct various types of examinations, Marks of such examinations are not counted. Schedule for Internal assessment is notified by the departments and they sit for the final internal assessment prior to the university examination. Students are evaluated in a transparent way. This time owing to the pandemic restriction Students were asked to face online exams.

| File Description                | Documents                 |
|---------------------------------|---------------------------|
| Any additional information      | <a href="#">View File</a> |
| Link for additional information | Nil                       |

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

So far no grievance is received regarding the evaluation process. This college has an academic ambiance where students can freely discuss different matters, if any, with their respective teachers and solve difficulties. The students are very much aware of the results of class tests. Final Internal Assessment results are not shared with the students as it is sent to the university for the preparation of the Marksheet.

However, during internal examination students belonging to the remote location found internet connectivity problems. The respective department addressed their problem and arranged alternative ways. The students physically came to college to submit his /her answer script.

| File Description                | Documents                 |
|---------------------------------|---------------------------|
| Any additional information      | <a href="#">View File</a> |
| Link for additional information | Nil                       |

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The programme curriculum has been prepared by the university of North Bengal. The college teachers have defined the programme outcome for each programme/ course offered by the college. Following is the programme outcome

- To acquire knowledge and apply the acquired knowledge in a relevant field confidently.
- Learn the skill to communicate.
- To create proper aptitude for thinking critically and reasonably.
- To create capacity to solve problems effectively.
- To develop a spirit of team work.

- To develop and promote ethical values
- To develop an aptitude for lifelong self-learning
- To develop a spirit of appreciation for good works.
- To develop positive thinking and values towards sustainable environment.

**Mechanism of communication:** programme and course outcomes are clearly communicated to the students in regular classes. Students' feedback provides necessary clues regarding the achievements of programme outcomes and course outcomes.

| File Description                                     | Documents                 |
|--|---------------------------|
| Upload any additional information                    | <a href="#">View File</a> |
| Paste link for Additional information                | Nil                       |
| Upload COs for all courses (exemplars from Glossary) | <a href="#">View File</a> |

**2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.**

The Mahavidyalaya looks into the matter of evaluation with due importance. By taking care of Programme outcomes program specific outcomes, and course outcomes, Mahavidyalaya attempts to evaluate whether the target students are able to achieve their goals. Departmental faculty keeps a record of the performance of students. Different activities like group discussion, class tests, and internal assessment play roles in the evaluation of learning outcomes. Finally university-level examinations both theory and practical help in measuring the learning attainment level. Each department tries to find out if there is any marked difference between in-class tests and university-level performance.

Due to pandemic restrictions on teaching learning at college, the teachers have evaluated the students' progress in the online mode of communications e.g., Google Meet, Google classroom, and email.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Upload any additional information     | <a href="#">View File</a> |
| Paste link for Additional information | Nil                       |

**2.6.3 - Pass percentage of Students during the year**

**2.6.3.1 - Total number of final year students who passed the university examination during the year****1314**

| File Description   | Documents   |
|--|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | <a href="#">View File</a>   |
| Upload any additional information  | <a href="#">View File</a>   |
| Paste link for the annual report   | <a href="http://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/07/2.6.3-Pass-Percentage-2020-21.pdf">http://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/07/2.6.3-Pass-Percentage-2020-21.pdf</a> |

**2.7 - Student Satisfaction Survey****2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

<http://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/07/Student-Satisfaction-Survey-NAAC-IQAC-2020-21.pdf>

**RESEARCH, INNOVATIONS AND EXTENSION****3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****84239.57**

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | No File Uploaded          |
| e-copies of the grant award letters for sponsored research projects /endowments | <a href="#">View File</a> |
| List of endowments / projects with details of grants(Data Template)             | <a href="#">View File</a> |

**3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year****3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

1

| File Description  | Documents   |
|---|---|
| List of research projects and funding details (Data Template) | <a href="#">View File</a>                         |
| Any additional information                                    | No File Uploaded                                  |
| Supporting document from Funding Agency                       | <a href="#">View File</a>                         |
| Paste link to funding agency website                          | <a href="https://eadh.org/">https://eadh.org/</a> |

**3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year****3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

6

| File Description   | Documents                 |
|--|---------------------------|
| Report of the event  | <a href="#">View File</a> |
| Any additional information                                     | No File Uploaded          |
| List of workshops/seminars during last 5 years (Data Template) | <a href="#">View File</a> |

**3.2 - Research Publications and Awards****3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

30

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| List of research papers by title, author, department, name and year of publication (Data Template) | <a href="#">View File</a> |

### 3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

#### 3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

28

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| List books and chapters edited volumes/ books published (Data Template) | <a href="#">View File</a> |

### 3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Owing to restrictions on physical gathering, the institution arranges some online extension programmes. Different social issues were discussed and the participants were sensitized. The issue of Covid 19 pandemic was discussed online before the students and teachers. The Resource person offered a detailed discussion. A voluntary Team was also formed to sensitize the local people about the deadly pandemic disease. They made a door-to-door campaign to make the people aware about how to keep oneself safe and sound during the pandemic period. The team also helped about 1000 families providing them food packets and necessary items. Students celebrated Independence Day, Republic Day, World Environment Day strictly maintaining covid -19 Protocol. Some students participated in online yoga Sana competition on the world Yoga Day. Some other programmes worth mentioning: college Foundation Day, Teachers' Day, Independence Day.



| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/07/NSS-Report.pdf">https://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/07/NSS-Report.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

### 3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

#### 3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

5

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | No File Uploaded          |
| Number of awards for extension activities in last 5 year(Data Template) | <a href="#">View File</a> |
| e-copy of the award letters   | <a href="#">View File</a> |

### 3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year

#### 3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

37

| File Description   | Documents                 |
|--|---------------------------|
| Reports of the event organized   | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template) | <a href="#">View File</a> |

### 3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

#### 3.3.4.1 - Total number of Students participating in extension activities conducted in

**collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

1725

| File Description   | Documents                 |
|--|---------------------------|
| Report of the event  | <a href="#">View File</a> |
| Any additional information   | No File Uploaded          |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | <a href="#">View File</a> |

**3.4 - Collaboration**

**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

0

| File Description  | Documents                 |
|---|---------------------------|
| e-copies of linkage related Document  | No File Uploaded          |
| Details of linkages with institutions/industries for internship (Data Template) | <a href="#">View File</a> |
| Any additional information  | No File Uploaded          |

**3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year**

**3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year**

0

| File Description   | Documents                 |
|--|---------------------------|
| e-Copies of the MoUs with institution./ industry/corporate houses  | No File Uploaded          |
| Any additional information   | No File Uploaded          |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | <a href="#">View File</a> |

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Since its establishment in the year 1981, this institution has grown up significantly. It has a well-developed campus of 7000 sq. meters with 3 blocks dedicated towards facilities like library, laboratories, and classrooms for teaching learning to achieve academic excellence. There are 16 departments running here along with 2 Study Centre under Directorate of distance education namely, NSOU DDE (both UG and PG courses) and RBU DDE (only PG course). Also, BBA is taught here under self-financed scheme. Institution has a number of classes and laboratories (60 in number) and computer (65 in numbers). The institution has separate building for science students with separate classrooms for different honours subjects. In the Arts stream, the same rooms are used for different courses. The college needs more classrooms to accommodate the growing demand of the students. Laboratories are equipped with necessary instruments, chemicals, software as per student needs. Support facilities include a well-maintained canteen, sports ground, sports room, medicinal plants around the playground. Some classes are scheduled for maximum utilization of available physical infrastructure which includes smart board, overhead projector, and sound system. Library is equipped with Integrated Library Management System (i.e., KOHA software) to deal with the students' demand for books.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Upload any additional information     | <a href="#">View File</a> |
| Paste link for additional information | Nil                       |

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution gives prime importance to the holistic development of the students and organizes various games, sports, and cultural activities on campus regularly. The college has a big playground for sports and games. The college holds its annual sports Meet generally in the month of January every year. The college games room has indoor games like Yoga, Badminton, Table Tennis, and other sports equipment purchased from the development grants. The college also provides for various events. To maintain physical fitness the games room provides the students with multi gym facilities like bi-cycle, argometre, twister, chest expander, weight lifting, ladies cycle, etc. besides, the college also participates in various inter-college sports and has won many prizes for its credit in the past few years our college has participated gallantly in state-level inter-varsity (east zone) and all India university level. To encourage cultural activities the institution organizes some events and the students participate in a year-round celebration of national festivals, important dates on the calendar, and birth anniversaries of some eminent personalities.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Upload any additional information     | <a href="#">View File</a> |
| Paste link for additional information | Nil                       |

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**

8

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

8

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Paste link for additional information   | Nil                       |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | <a href="#">View File</a> |

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

1728091.00

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Upload audited utilization statements   | <a href="#">View File</a> |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | <a href="#">View File</a> |

#### 4.2 - Library as a Learning Resource

##### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

An integrated library system (ILS) is an enterprise resource planning system for a library, used to track items owned, orders made, bills paid, and patrons who have borrowed.

ILMS usually is constituted of a relational database, software to interact with that database, and two graphical user interfaces - one for patrons & one for staff. ILMS includes the module like:

- acquisitions (ordering, receiving, and invoicing materials)
- cataloging (classifying and indexing materials)
- circulation (lending materials to patrons and receiving them back)
- serials (tracking magazine, journals, and newspaper holdings)

- online public access catalog or OPAC (public user interface)

Koha ILS is an open source integrated library system (ILS), used by over 3,000 worldwide institutions. The name comes from a M?ori term for a gift or donation. Koha has all the modules- acquisition, serials, members, circulation, cataloging, reports, and tools. Koha is Standards compliant - MARC 21 (or UNIMARC) for cataloging, Z39.5 for copy cataloging, UTF-8 for non-English catalog data, and SIP2 for RFID integration.

In 2020, our college has purchased and installed Koha 19.11 version in the cloud environment provided by SoftMind Technologies Pvt. Ltd., Kolkata. We are now using Koha 21.05.05.003 version.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Upload any additional information     | <a href="#">View File</a> |
| Paste link for Additional Information | Nil                       |

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**B. Any 3 of the above**

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | <a href="#">View File</a> |

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

12650.00

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | No File Uploaded          |
| Audited statements of accounts   | <a href="#">View File</a> |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | <a href="#">View File</a> |

#### 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

##### 4.2.4.1 - Number of teachers and students using library per day over last one year

44

| File Description                                  | Documents                 |
|---|---------------------------|
| Any additional information                        | No File Uploaded          |
| Details of library usage by teachers and students | <a href="#">View File</a> |

#### 4.3 - IT Infrastructure

##### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college provides IT facilities for teaching learning, office management, Technological support is procured from reputed agency and maintenance is taken care of. The college reviews the need and takes action to upgrade them. At present the college is using 25 mbps bandwidth. Faculties and students of computer science and Physics Departments use LAN service and wi-fi facilities. College office also avail LAN and Wi Fi service. Wi Fi service was introduced for students in 2019-2020 session for general students.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="http://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/07/2.3.2-ICT-enabled-Tools.pdf">http://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/07/2.3.2-ICT-enabled-Tools.pdf</a> |

##### 4.3.2 - Number of Computers

92

| File Description                  | Documents                 |
|-----------------------------------|---------------------------|
| Upload any additional information | <a href="#">View File</a> |
| Student – computer ratio          | <a href="#">View File</a> |

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

| File Description   | Documents                 |
|--|---------------------------|
| Upload any additional Information  | No File Uploaded          |
| Details of available bandwidth of internet connection in the Institution | <a href="#">View File</a> |

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1407041.00

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Audited statements of accounts.   | <a href="#">View File</a> |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | <a href="#">View File</a> |

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

College infrastructure includes basic features like buildings, classrooms, smart classrooms, laboratories, playground, smart classrooms, laboratory and library facilities.

To maintain these infrastructural facilities necessary steps are taken from time to time. Generally, an effort is made to provide a dedicated and secure space for equipment and tools. Construction,



repair and maintenance of facilities like water and power supply are looked after. For the maintenance and up-gradation of civil works, a supervisor is assigned to make sure the work is done in a proper way. Electrical work is attended to and repaired by a trained electrician.

Toilets and common room service is performed by sweeping staff and hired plumbers at regular interval. For maintenance of computer and IT facilities ICT-in-charges are assigned on annual maintenance contract basis. For the purpose of uninterrupted service in laboratory a stock register is maintained for chemicals, glassware and any other instruments. The laboratory equipment is maintained at the department level by the staff or hired technician annually /whenever necessary.

Library maintenance like disinfection and keeping the library clean is done by library staff.

Classroom facilities -light fan chair, benches, desks are monitored regularly and action taken as and when necessary.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Upload any additional information     | <a href="#">View File</a> |
| Paste link for additional information | Nil                       |

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5305

| File Description   | Documents                 |
|--|---------------------------|
| Upload self attested letter with the list of students sanctioned scholarship   | <a href="#">View File</a> |
| Upload any additional information  | <a href="#">View File</a> |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | <a href="#">View File</a> |

### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

#### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

80

| File Description   | Documents                 |
|--|---------------------------|
| Upload any additional information  | <a href="#">View File</a> |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | <a href="#">View File</a> |

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**B. 3 of the above**

| File Description  | Documents                 |
|---|---------------------------|
| Link to institutional website   | Nil                       |
| Any additional information  | <a href="#">View File</a> |
| Details of capability building and skills enhancement initiatives (Data Template) | <a href="#">View File</a> |

| <b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>  |                            |
|---|----------------------------|
| 0   |                            |
| <b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>  |                            |
| 0   |                            |
| File Description  | Documents                  |
| Any additional information  | No File Uploaded           |
| Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)  | <a href="#">View File</a>  |
| <b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b> | <b>A. All of the above</b> |
| File Description  | Documents                  |
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee  | No File Uploaded           |
| Upload any additional information   | <a href="#">View File</a>  |
| Details of student grievances including sexual harassment and ragging cases   | No File Uploaded           |
| <b>5.2 - Student Progression</b>  |                            |
| <b>5.2.1 - Number of placement of outgoing students during the year</b>   |                            |
| <b>5.2.1.1 - Number of outgoing students placed during the year</b>   |                            |

2

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Self-attested list of students placed | <a href="#">View File</a> |
| Upload any additional information     | <a href="#">View File</a> |

**5.2.2 - Number of students progressing to higher education during the year****5.2.2.1 - Number of outgoing student progression to higher education**

104

| File Description                                   | Documents                 |
|--|---------------------------|
| Upload supporting data for student/alumni          | <a href="#">View File</a> |
| Any additional information                         | <a href="#">View File</a> |
| Details of student progression to higher education | <a href="#">View File</a> |

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)****5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

9

| File Description                    | Documents                 |
|-------------------------------------|---------------------------|
| Upload supporting data for the same | <a href="#">View File</a> |
| Any additional information          | No File Uploaded          |

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

36

| File Description   | Documents                 |
|--|---------------------------|
| e-copies of award letters and certificates   | <a href="#">View File</a> |
| Any additional information   | No File Uploaded          |
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template) | <a href="#">View File</a> |

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

The college provides space for students representation and engagement in various administrative, co-curricular and extra-curricular activities. Although there has been no student union or council for last few years, students are always welcomed and included and their views are taken into confidence in all such issues where their interest is concerned. Their views and opinions are taken in the admission process, the conduct of cultural and sports activities, observance of College Foundation Day, Independence Day, Saraswati Puja celebration, etc.

Students celebrate both departmentally and collectively at the college level in Teachers Day, Freshers' welcome, and Farewell ceremony. Students are included in several committees to allow them to voice their opinion on a larger platform.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil                       |
| Upload any additional information     | <a href="#">View File</a> |

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

3

| File Description   | Documents                 |
|--|---------------------------|
| Report of the event  | <a href="#">View File</a> |
| Upload any additional information  | No File Uploaded          |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template) | <a href="#">View File</a> |

#### 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni Association of Sukanta Mahavidyalaya always contributes significantly to the academic development of the college. Members of the alumni association try to be available during the observance of important occasions like International Mother Language Day on 21st February, World Environment Day on 5th June, Independence Day, Teachers' Day on 5th September & college foundation day on 25th September. With their participation and valuable activities during the observance of these days, they inculcate the significance of these days. Students are inspired by their valuable contributions.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://sukantamahavidyalaya.ac.in/alumni-association/">https://sukantamahavidyalaya.ac.in/alumni-association/</a> |
| Upload any additional information     | <a href="#">View File</a>   |

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

| File Description                  | Documents        |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |

**GOVERNANCE, LEADERSHIP AND MANAGEMENT****6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

**Vision**

The Vision of Sukanta Mahavidyalaya is to mentor and encourage our students to strive relentlessly for the attainment of their highest potential through excellence. An effective policy is maintained for imparting proper education and moral values to lead a righteous life as a responsible citizen. The academic ambience of the college endeavors for a propitious future of our students. The Institution aims towards a comprehensive psychic and academic development of the students.

**Mission**

To ensure quality education through well planned curriculum, academic calendar and continuous internal assessment.

To ensure a comprehensive development through co-curricular activities: NCC, NSS and Community outreach programme etc.

To develop and inculcate a sense of environmental consciousness

To empower students with Proper skills to ensure employability of the students

To educate and enlighten the youthful souls and eradicate the evils of illiteracy and superstition.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil                       |
| Upload any additional information     | <a href="#">View File</a> |

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Sukanta Mahavidyalaya prefers a decentralized and participatory mode of governance where different academic departments and committees accomplish their role in consultation with the

Principal who in turn seeks suggestions from Governing Body and IQAC. The academic Departments are allowed to make their own departmental academic and extracurricular plan and discharge their regular activities but within the larger academic framework of the college. The departmental faculties perform their respective duty and responsibility and participate actively towards the vision and mission of both the College and the Department. Again, different committees are set up to conduct different assigned duties throughout an academic session like admission sub-committee, exam sub-committee cultural sub-committee etc. Each committee is led by a convener and members are selected from different departments. The college encourages students to participate in various activities for their overall development.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil                       |
| Upload any additional information     | <a href="#">View File</a> |

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

#### Strategic Plan:

The Principal of Sukanta Mahavidyalaya together with the Senior teachers of the Academic departments, Co-Ordinator, IQAC and Secretary, Teachers' Council take active participation in Planning of developmental activities and implementation of strategic planning of the Institution. They regularly meet and take necessary steps in this regard. The principal also invites suggestions from the members of the Governing Body and other senior staff of the college for further improvement and holistic development of the college.

The following strategies are adopted by the Institution:

- Regular Meetings of Teachers' council and IQAC
- Regular Feedback System is activated (staff and students)
- Periodical Academic audit by the principal with the help of Co Ordinator, IQAC.
- Attention to Grievance related issues.
- Utilization of Grants receiving from Government.
- Building Extension activities are done to accommodate students.



- Application is forwarded to higher authorities and pursued for obtaining more teaching posts to keep students - teacher ratio healthy.

| File Description                                       | Documents   |
|--|---|
| Strategic Plan and deployment documents on the website | <a href="#">View File</a>   |
| Paste link for additional information                  | <a href="http://sukantamahavidyalaya.ac.in/wp-content/uploads/2020/03/6.2.1-institutional-strategies.pdf">http://sukantamahavidyalaya.ac.in/wp-content/uploads/2020/03/6.2.1-institutional-strategies.pdf</a> |
| Upload any additional information                      | No File Uploaded  |

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The administration of the college runs as per rules and regulations laid down by the Department of Higher Education, Govt. of West Bengal. The Governing Body is the highest decision-making body of the college comprising of the Principal, Teaching and Non-Teaching Representatives, Government and University nominees and student representative.

Principal is the administrative, financial and academic head of the college. Under the aegis of Principal different activities are performed at college. Different academic departments are engaged in Teaching Learning Process. As an academic body, the Internal Quality Assurance Cell supervise different issues associated to teachers and students with a close focus on the academic affairs. Teachers' council as an academic body, is actively involved in different academic and co-curricular activities through various committees. Library performs a key role in the academic sphere of the college by extending help to the readers.

| File Description                              | Documents   |
|---|---|
| Paste link for additional information         | <a href="http://sukantamahavidyalaya.ac.in/wp-content/uploads/2020/03/6.2.2-Institutional-Bodies.pdf">http://sukantamahavidyalaya.ac.in/wp-content/uploads/2020/03/6.2.2-Institutional-Bodies.pdf</a> |
| Link to Organogram of the Institution webpage | <a href="http://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/08/Organogram.pdf">http://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/08/Organogram.pdf</a>                                 |
| Upload any additional information             | <a href="#">View File</a>   |

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

| File Description  | Documents                 |
|---|---------------------------|
| ERP (Enterprise Resource Planning) Document   | <a href="#">View File</a> |
| Screen shots of user interfaces   | <a href="#">View File</a> |
| Any additional information  | No File Uploaded          |
| Details of implementation of e-governance in areas of operation, Administration etc (Data Template) | <a href="#">View File</a> |

### 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

Being a state government employee all the teaching and non-teaching staff of the college avail multiple facilities..

- Teaching and non-teaching staff on substantive posts of the college avail the General Provident Fund.
- There is Health Insurance Policy for the employees. All the employees serving on substantive basis can avail West Bengal Health Scheme.
- All the employees on substantive basis can avail 10 (ten) medical Leave with full pay or 20 (twenty) medical leave with half pay.
- Maternity Leave for 180 days and CCL for 30 days is available as per govt rules.

- Eligible staff get bonus and festival advance.
- EPF
- Gratuity
- Medical Support

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil                       |
| Upload any additional information     | <a href="#">View File</a> |

### 6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

#### 6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | No File Uploaded          |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | <a href="#">View File</a> |

### 6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

#### 6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

| File Description   | Documents                 |
|--|---------------------------|
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres).  | No File Uploaded          |
| Reports of Academic Staff College or similar centers   | No File Uploaded          |
| Upload any additional information  | No File Uploaded          |
| Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template) | <a href="#">View File</a> |

### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

#### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

48

| File Description  | Documents                 |
|---|---------------------------|
| IQAC report summary   | <a href="#">View File</a> |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers)              | No File Uploaded          |
| Upload any additional information   | <a href="#">View File</a> |
| Details of teachers attending professional development programmes during the year (Data Template) | <a href="#">View File</a> |

### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Teaching staff of this college face self-appraisal system in the following way.

Teachers prepare a self-appraisal copy daily stating all the

academic and administrative duties performed and leave taken. The principal prepares a consolidated report on the basis of the self-appraisal report provided by teachers and submits it to the Department of Higher Education, Govt. of West Bengal. There is no such appraisal system for non-teaching staff of the college. But, performance of the non-teaching staff posted in different academic department is reported by the senior teacher of the department. Performance of non-teaching staff working in the principal's office is scrutinized by the head clerk and reported to the principal. An overall monitoring and assessment is done by the Principal on regular basis. Annual confidential report of the teaching staff and non-teaching staff is prepared by the principal and sent to the higher authority.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil                       |
| Upload any additional information     | <a href="#">View File</a> |

#### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

As the college is a Govt. aided institution, the Government appoints auditor to conduct financial audit regularly. Owing to pandemic situation audit for the financial year 2020-2021 could not be conducted in time.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil                       |
| Upload any additional information     | <a href="#">View File</a> |

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

| File Description  | Documents                 |
|---|---------------------------|
| Annual statements of accounts   | No File Uploaded          |
| Any additional information  | No File Uploaded          |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | <a href="#">View File</a> |

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

##### Mobilization of Funds

The student tuition fees are a major source of Income of this college.

Grant from UGC, RUSA and other state and central govt. agencies are received by the college

Interest in Corpus funds is another source of income.

##### Utilization of Funds

Funds received from salary from state Govt. is spent on teaching and non-teaching staff of the college. The college itself bears the salary/remuneration of the management staff. Funds received from central govt.(UGC, RUSA) are spent within stipulated time on specified heads and utilization certificate is submitted to concerned authority. Expenditure on different heads like purchase of books, construction of the building, maintenance work etc. are performed following the respective norms and budget allocations after taking approval from the Governing Body, Finance Committee, purchase committee, Library sub committee and other statutory committee of the college. Each year the budget is prepared by the college and all heads of income and expenditure is reflected in the budget.

| File Description                      | Documents        |
|---------------------------------------|------------------|
| Paste link for additional information | Nil              |
| Upload any additional information     | No File Uploaded |

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

This academic session was badly hit by the covid 19 pandemic. Colleges in West Bengal were closed on 16th March 2020 owing to outbreak and rapid spread of Covid 19 pandemic. classes and examination were halted. Under such circumstances, to maintain the interest of academic stakeholders this college, adjusting the initial shock of the pandemic, resumed academic activities in online mode from the first week of April 2020 and a routine for online class was prepared and followed subsequently. Along with teaching learning materials were shared over whatsapp, email, Google classroom and other available online platform. This whole process was planned, designed and supervised by the IQAC in consultation with the Principal. Apart from regular academic activities the IQAC planned and arranged online lectures on relevant issues.

The institution firmly pursues quality education. Apart from classroom teaching learning, IQAC guides the departments to innovative and productive learning experience. IQAC constantly pursues and promotes quality education.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil                       |
| Upload any additional information     | <a href="#">View File</a> |

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution reviews its learning process and learning outcomes at regular intervals through IQAC and steps are taken to improve the learning experience and co-curricular activities. The following steps have been taken under the supervision of IQAC.

IQAC monitors and reviews the teaching learning process, infrastructural facilities and methodologies of operation and learning outcomes at regular intervals.

Previously feedback was taken only from 3rd year students on academic activities and campus condition. From this semester this

college has started taking feedback from students of all semesters. Feedback provides a micro level observation on the academic condition of the college.

Necessary steps are taken and lapses if any, are repaired by the individual teachers and academic departments on the basis of the feedback of students and observations and recommendations of IQAC.

| File Description                      | Documents                 |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil                       |
| Upload any additional information     | <a href="#">View File</a> |

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

D. Any 1 of the above

| File Description   | Documents   |
|--|---|
| Paste web link of Annual reports of Institution                                    | <a href="http://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/07/6.5.3.-Annual-Report-2020-2021.pdf">http://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/07/6.5.3.-Annual-Report-2020-2021.pdf</a> |
| Upload e-copies of the accreditations and certifications                           | No File Uploaded  |
| Upload any additional information  | <a href="#">View File</a>   |
| Upload details of Quality assurance initiatives of the institution (Data Template) | <a href="#">View File</a>   |

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

**Sukanta Mahavidyalaya takes active steps for the gender**



sensitization. The college inculcate values of equality, diversity and inclusivity which are essential for creating a safer and sound ambience for students and employees. Measures are taken for an effective and positive atmosphere free from chauvinism.

The college is under CCTV surveillance with security guards posted at the main gates. Campus is also physically monitored to avoid any untoward incident. The college has a strong redressal system in the form of Anti- women harassment cell and Anti Ragging cell. During celebration of events girl students' participation is ensured and effectively carried out. Special papers in the CBCS curriculum dedicated to women studies and women empowerment have been successfully introduced in the subjects like English, Political Science, Bengali, Education & History etc. which will reap benefits in due course.

| File Description   | Documents  |
|--|--|
| Annual gender sensitization action plan  | <a href="http://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/07/Gender-Sensitization-Action-Plan-2020-21.pdf">http://sukantamahavidyalaya.ac.in/wp-content/uploads/2022/07/Gender-Sensitization-Action-Plan-2020-21.pdf</a>  |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | <p><u><a href="#">a. Safety and security: Due to the Covid 19 pandemic crisis, students attended their classes online in 2020-2021, and the majority of the activities were carried out at home, thus no specific issues were arised regarding their safety and security. The campus entrance is where the security guard is stationed and Institution is under CCTV surveillance.</a></u></p> <p><u><a href="#">b. Counselling: During this session one sensitization programme (Topic: A Talk on Female Foeticide) was organized for student's sake.</a></u></p> <p><u><a href="#">c. Common Rooms - Till the session there is no separate common rooms facilities for boys' and girls'. One co-ed common room is available for boys' and girls'</a></u></p> |

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/**

**C. Any 2 of the above**

| power efficient equipment   |                              |
|---|------------------------------|
| File Description  | Documents                    |
| Geo tagged Photographs  | <a href="#">View File</a>    |
| Any other relevant information  | No File Uploaded             |
| <p>7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management</p> <p>The Institution takes every possible step to make the campus plastic free. Students are discouraged to bring plastic inside the college. The solid waste generated in the college are segregated based on their bio degradable nature. In different places Bins are kept to receive wastes. For old and worn out wooden and steel furniture are kept in a separate room. Very old, out of use books and journals are identified and separated by the library committee. These books can be disposed after receiving permission of the appropriate authority.</p> <p>E wastes like desktops, laptops CPUs etc. are kept separately. These out of use items can only be disposed after receiving of permission from the appropriate authority. The college does not dispose these items without permission from appropriate authority.</p> <p>Chemical/ laboratory wastes are kept separately and carefully. These wastes are not mixed with the solid wastes. Bio hazardous wastes are handled carefully.</p> |                              |
| File Description  | Documents                    |
| Relevant documents like agreements/MoUs with Government and other approved agencies   | No File Uploaded             |
| Geo tagged photographs of the facilities  | Nil                          |
| Any other relevant information  | <a href="#">View File</a>    |
| <p><b>7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution</b></p>  | <p>C. Any 2 of the above</p> |

| system in the campus  |                              |
|---|------------------------------|
| File Description  | Documents                    |
| Geo tagged photographs / videos of the facilities   | <a href="#">View File</a>    |
| Any other relevant information  | No File Uploaded             |
| <b>7.1.5 - Green campus initiatives include</b>   |                              |
| <b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b><br><br><ol style="list-style-type: none"> <li>1. Restricted entry of automobiles</li> <li>2. Use of Bicycles/ Battery powered vehicles</li> <li>3. Pedestrian Friendly pathways</li> <li>4. Ban on use of Plastic</li> <li>5. landscaping with trees and plants</li> </ol> | A. Any 4 or All of the above |
| File Description  | Documents                    |
| Geo tagged photos / videos of the facilities  | <a href="#">View File</a>    |
| Any other relevant documents  | No File Uploaded             |
| <b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>   |                              |
| <b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b>  | D. Any 1 of the above        |
| File Description  | Documents                    |
| Reports on environment and energy audits submitted by the auditing agency   | <a href="#">View File</a>    |
| Certification by the auditing agency  | No File Uploaded             |
| Certificates of the awards received   | No File Uploaded             |
| Any other relevant information  | <a href="#">View File</a>    |

|  |                              |
|--|------------------------------|
| <p><b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment</b></p> <p><b>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></p> | <p>C. Any 2 of the above</p> |
|--|------------------------------|

| File Description   | Documents                 |
|--|---------------------------|
| Geo tagged photographs / videos of the facilities                        | <a href="#">View File</a> |
| Policy documents and information brochures on the support to be provided | No File Uploaded          |
| Details of the Software procured for providing the assistance            | No File Uploaded          |
| Any other relevant information   | No File Uploaded          |

|  |
|--|
| <p>7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).</p>   |
| <p>The Mahavidyalaya has been practicing tolerance and harmony towards cultural, regional, linguistic, communal, socio economic and other diversities since its inception. The mahavidyalaya has maintained and continued various cultural activities to promote tolerance and harmony. An inclusive atmosphere is maintained in the college as people with different cultural, social and linguistic background live in this area. The backward class and minority nodal officer has been actively working to guide SC, ST and OBC students. NSS and NCC units are actively involved to help the socially and economically underprivileged. NSS units visit nearby village every year during winter season and distribute old clothes among poor villagers. Several commemorative days like International Mother Language Day, Republic Day, Independence Day, College Foundation Day etc. are celebrated. The students, Teachers and office staff remain present there not only for recreation and pleasure but to generate a feeling of oneness and social harmony. The students, Teachers and office staff jointly celebrate the</p> |

cultural and religious festivals like Freshers' welcome, annual Social, Saraswati puja, Teachers' Day, world environment Day etc. During this academic session some programmes are celebrated online and some have been celebrated with restricted number of participants.

| File Description   | Documents                 |
|--|---------------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | <a href="#">View File</a> |
| Any other relevant information   | <a href="#">View File</a> |

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The Mahavidyalaya follows the syllabus of the University of North Bengal where there are courses like ethics and human values, constitution of India, prose and verse in language subjects covering social, gender and environmental issues as an effort to inculcate constitutional obligations: values, rights, duties and responsibilities among the students. The Mahavidyalaya has a code of conduct that reflect core values of the constitution. It has been prepared for both the staff and students. By observing various events throughout the year the core values of the Indian constitution gets reflected. The NSS and NCC units take initiatives in various awareness camps and cleanliness programmes. NSS units conducts programmes like Blood donation programme, Yoga Day, world Environmental Day etc. programmes like Swachha Bharat Mission, cleanliness are conducted.

| File Description   | Documents                 |
|--|---------------------------|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | <a href="#">View File</a> |
| Any other relevant information   | No File Uploaded          |

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to**

**C. Any 2 of the above**

**the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

| File Description   | Documents                 |
|--|---------------------------|
| Code of ethics policy document   | <a href="#">View File</a> |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | No File Uploaded          |
| Any other relevant information   | <a href="#">View File</a> |

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Sukanta Mahavidyalaya cultural committee celebrates various national, international commemorative days, events and festivals as best practices and college social responsibilities. The students participate enthusiastically in celebration of these events and cultural activities throughout the year. Every year International Mother language Day is celebrated. During Republic Day and Independence Day NCC unit actively participate in the drill and march past. The NSS units take tree plantation programme in the month of June and celebrate vonmahotsab. This year, owing to Pandemic the tree plantation programme was conducted online. Vasantautsab is celebrated in a festive mood. The college celebrates science day, arranges special lectures and exhibitions and cultural functions to commemorate days and events.

| File Description  | Documents                 |
|---|---------------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | <a href="#">View File</a> |
| Geo tagged photographs of some of the events  | <a href="#">View File</a> |
| Any other relevant information  | No File Uploaded          |

**7.2 - Best Practices**

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

**Best Practices - 1**

Use of G-Suit for Education for Online Teaching-Learning

**Best Practices - 2**

Creation of Study Materials and their Access to the Students

| File Description                             | Documents                 |
|--|---------------------------|
| Best practices in the Institutional web site | <a href="#">View File</a> |
| Any other relevant information               | No File Uploaded          |

**7.3 - Institutional Distinctiveness**

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The key areas which this organization works on include providing enough infrastructures, sports facilities, enriching the library, providing adequate orientation for students towards promoting effective learning. Our educational establishment has created several working groups for the purpose of providing holistic real worth education such as an Examination Committee, a Cultural Committee, Admission Committee and others. Authentic G-Suite official mail IDs have also been issued for everyone to ensure that all departments and workplace correspondences run smoothly. For conserving energy, the institution produces electricity by solar panels. This organization is completely accessible to people with disabilities. We mentor students and residents in remote regions by adopting neighboring communities. Our institution's NSS and NCC branches inculcate good social morality betterment among the undergraduates through social and cultural activities inside and outside the college throughout the year. The institution's daily tasks include academic and administrative audits, teacher development opportunities, webinars, lectures, and student-centric events. Given all the college's constructive things, we hope that our Institution will be able keep up the space for sustaining the principles of integrity, governance and accountability, ethical

practice, and other activities in coming years.

| File Description                             | Documents                 |
|--|---------------------------|
| Appropriate web in the Institutional website | <a href="#">View File</a> |
| Any other relevant information               | No File Uploaded          |

### 7.3.2 - Plan of action for the next academic year

1. The college decided to organize Covid-19 awareness and sanitization programmes for the marginalized section of our society.
2. New initiatives to monitor air quality and pollution control will be taken from the next session.
3. Different types of Institutional Social Responsibility related activities will be taken up by NSS.
4. To upgrade the laboratory facilities, according to CBCS curriculum, initiative have been taken.
5. The College authority is planning to build up a Steering Committee who will work on developing the quality in such a way that during NAAC assessment none will face any hardship and the quality of higher education will get improved.