



## YEARLY STATUS REPORT - 2021-2022

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	<b>SEWNARAYAN RAMESWAR FATEPURIA COLLEGE</b>
• Name of the Head of the institution	<b>Dr Suhas Roy</b>
• Designation	<b>Principal</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>03482264040</b>
• Mobile No:	<b>7679236401</b>
• Registered e-mail	<b>principal@srfatepuriacollege.in</b>
• Alternate e-mail	<b>collegesrf@yahoo.com</b>
• Address	<b>P.O.-Beldanga, DIST.-MURSHIDABAD, PIN742133</b>
• City/Town	<b>BELDANGA</b>
• State/UT	<b>West Bengal</b>
• Pin Code	<b>742133</b>
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	<b>Affiliated</b>
• Type of Institution	<b>Co-education</b>
• Location	<b>Semi-Urban</b>

• Financial Status	Grants-in aid				
• Name of the Affiliating University	University of Kalyani				
• Name of the IQAC Coordinator	Dr Malay Kumar Ghosh				
• Phone No.	03482264040				
• Alternate phone No.	7679236401				
• Mobile	7908477116				
• IQAC e-mail address	iqac@srfatepuriacollege.in				
• Alternate e-mail address	principal@srfatepuriacollege.in				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://www.srfatepuriacollege.in/doc/AQAR%202020-21%20FINAL%2019.09..2023.pdf">http://www.srfatepuriacollege.in/doc/AQAR%202020-21%20FINAL%2019.09..2023.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="http://www.srfatepuriacollege.in/doc/Academic%20Calendar%202021-22.pdf">http://www.srfatepuriacollege.in/doc/Academic%20Calendar%202021-22.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.36	2016	05/11/2016	04/11/2021
<b>6.Date of Establishment of IQAC</b>			19/11/2014		
<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	
NIL	NIL	NIL	NIL	NIL	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>4</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>		
<p># Covid Vaccination Camps organised at college premises for the vaccination of 1st dose and 2nd dose to our students. # Entered into MoU with four (04) colleges with the objective of the faculty exchange programme, and student exchange programme during the academic year. # Organised a number of state and national-level Webinars on various relevant issues in collaboration with various departments of the college. # Processed CAS Files of seven (07) teachers of the college for promotion. # Organised various awareness and outreach programmes both online/offline mode on various social issues and also various days were observed in collaboration with the NCC/NSS/ physical education department of the college.</p>		
<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 continue online classes and provide study materials to the students via WhatsApp groups and motivate them to stay focused.	Online classes arranged and students were regularly motivated to remain engaged and focused during lockdown period.
To process pending Career Advancement Scheme (CAS) files of teachers for promotion.	Total seven (07) teachers' files were processed for promotion under CAS.
To Enter into MoU with colleges on the basis of requirements to exchange faculty and students.	Signed MoU with four (04) colleges with the objective of exchanging faculty and students.
To organised Webinars, awareness programme and outreach activities in collaboration with various departments/different units on various current relevant issues.	Several Webinars, awareness programme and outreach activities were successfully conducted in dual mode in collaboration with various departments/units during the year.
To extend construction of 3rd floor of the northern side new building.	Construction work of 3rd floor of the northern side building is going on and soon be completed.
To construct permanent a stage at the south-western part of the college play ground.	Stage construction work started and expected to be completed by the next academic year.
To revive herbal garden of the college.	Initiatives taken to revive out herbal garden.

<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
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- Name of the statutory body

Name	Date of meeting(s)
GOVERNING BODY OF THE COLLEGE	24/07/2023

<b>14. Whether institutional data submitted to AISHE</b>
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Year	Date of Submission
2021-2022	19/01/2023

### 15. Multidisciplinary / interdisciplinary

The Institution is an affiliated college under the University of Kalyani and thus, does not have the freedom to design its own curriculum for the students. The college offers programmes in Arts, Science and Commerce. It has been following the Choice Based Credit System (CBCS) curriculum designed by the University of Kalyani since the Academic Year 2018-19. From the Academic Year 2023-24, four (4) years Under Graduate (UG) Courses will be offered as per instruction of the Government of India and the University of Kalyani. As per the syllabus framed by the affiliated University, multidisciplinary courses will be offered to all the students with effect from the Academic Year 2023-24.

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

Notice had been served to the students to register themselves in ABC in the month of April, 20203. As we are implementing 4 years degree courses from the Academic Year 2023-24, it is expected that all students in this year will register themselves in ABC and it will be made mandatory.

### 17. Skill development:

The institution already started offering YOGA and COMMUNICATIVE ENGLISH and some vocational education courses are under active consideration for offering in the coming academic years.

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

All teachers of the institution are delivering their lecture in bilingual mode. The institution encourages teaching in local Bengali language.

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

We are planning to introduce certificate course in different subjects. We started certificate courses on Yoga and Communicative English.

### 20. Distance education/online education:

The Institution offers UG and PG Degree Courses in distance mode through Netaji Subhash Open University (NSOU) and Directorate of Open and Distance learning (DODL) of Kalyani University.

M.A. in Bengali, History, English and Education are offered in distance mode through DODI of Kalyani University Study Centre.

## Extended Profile

### 1.Programme

1.1	643
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	6763
Number of students during the year	

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

2.2	1850
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	1183
Number of outgoing/ final year students during the year	

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

### 3.Academic

3.1	66
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>
3.2	28
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	35
Total number of Classrooms and Seminar halls	
4.2	27.10009
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	55
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 curriculum is designed by the affiliated university, the University of Kalyani. The institution through a well-planned and documented process ensures the effective delivery of the curriculum to the students. Before the commencement of each academic year, the Academic Calendar is prepared by the Academic Calendar Preparation Sub-committee following the Academic Schedule of the University of Kalyani. A Master Routine incorporating all Arts subjects is prepared by the Routine Preparation Sub-committee after receiving feedback and suggestions from all the Arts Departments. The Science and Commerce Departments have their separate routines. All routines are subsequently approved by the IQAC of the college. The syllabus of each programme is divided among the departmental teachers at the departmental meeting before the commencement of each semester. Respective departments periodically arrange departmental meetings

and review the progress made by the students and the coverage of the syllabus. Department-level records are maintained at the Departmental Meeting Registers. Students' attendance, results of various examinations, and their attendance in various college-level programmes/seminars are also properly documented and analysed.

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)

It is the practice of the college to prepare an Academic Calendar at the beginning of the academic year based on the Academic Calendar of the University of Kalyani. The Academic Calendar is prepared in such a way that the continuous internal evaluation of the students becomes an integral part of the teaching-learning process. Students are continuously assessed by the teachers at the end of each chapter. The final internal assessment on each subject is conducted before each semester-end examination strictly following university norms and the marks obtained in the internal assessment are added to the university Final examination marks and are reflected on the Report Card of the students. Though during the first half of the academic year 2021-22 these activities were hampered due to covid-19 partial lockdown and as a result, all academic and administrative activities were conducted online as well as offline to the extent practicable. Internal assessment examinations were also conducted online during the academic year 2021-22.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="http://www.srfatepuriacollege.in/doc/Academic%20Calendar%202021-22.pdf">http://www.srfatepuriacollege.in/doc/Academic%20Calendar%202021-22.pdf</a>

**1.1.3 - Teachers of the Institution participate in B. Any 3 of the above 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 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**

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	No File Uploaded

## 1.2 - Academic Flexibility

### 1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

#### 1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

18

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Add on /Certificate programs offered during the year

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

02

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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

Nil

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

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

### 1.3 - Curriculum Enrichment

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

The college is affiliated with the University of Kalyani and follows the curriculum designed by the University for undergraduate students. The curriculum and the various co-curricular activities are performed throughout the year in such a way that they inculcate human values and ethics, and environmental consciousness among the general students. The NSS and NCC units of the college organize various awareness programmes throughout the year which help increase the general awareness among students in areas such as, gender issues, human values, environmental issues etc. No discrimination is done between girls and boys students and both actively participate in the NSS and NCC programme. The academic year 2021-22 faced partial lockdown due to covid-19 pandemic. Academic activities were performed in blended mode. As a result, the institution observed various important days virtually as well as physically. The IQAC of the college in collaboration with various departments organized webinars/seminars on the issues of environment, gender and sexuality, human rights, mental health etc. The CBCS curriculum offered to the students of various disciplines also includes gender issues, human values, environmental sustainability etc.

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	No File Uploaded

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

28

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
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

3864

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

### 1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

C. Any 2 of the above

from the following stakeholders Students  
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

**1.4.2 - Feedback process of the Institution may be classified as follows**

**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	Nil

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of sanctioned seats during the year

13515

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

#### 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, 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

1960

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

There has been a pre-scheduled template for assessing the learning levels of students for the entire academic year. The academic session in the college starts with the conduct of an Induction Programme for freshers both at the college level and subsequently at the respective department levels. At the onset, the scope and opportunities in the college in respect of academics and the professional arena and the availability of subjects offered were introduced to the students. However, all such orientations were primarily organized on digital platforms as during 2021-22 the college was closed up to mid-November 2021 adhering to the government orders due to the prevalence of Covid 19 pandemic. Special care was taken for students in the classes in subsequent semesters for those who secured low marks in the university-level examination. Additional classes were organized at the departmental levels for the slow learners and the absentees who came from academically poor backdrops and also for the students who were physically or mentally retarded. The students who scored comparatively high in the university-level examinations were considered advanced learners and they were provided with additional learning materials- both in hard and soft copies, ppt presentations etc as and when required.

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
6763	66

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

All academic activities in the college have a student-centric postulation. During 2021-22, as the college couldn't begin with its regular mode of offline classes due to covid-19 pandemic, the college had to resort to online classes. In order to organize classes, subject-wise WhatsApp groups were formed and run centrally by the college. Apart from the online classes, e-learning materials were provided to the students of the respective departments and e-learning modules of some departments were uploaded to the website of the college. However, over the course of time, the off-line classes were started in the colleges in mid-Nov, 2021. Within 2021-22, the college organized 6 webinars on 'Azadi Ka Amrit Mahotsav', 'Swachh Bharat Abhiyan', Women Trafficking, Historiography, Meditation & Yoga etc. 4 seminars/workshops were organized on Career counseling, Environmental sustainability, PC/SSC in Indian Army etc. Besides, students participated in the special camp of the NSS unit. Several faculty exchange programmes-totalling 9 days with Nabadwip Vidyasagar College, Plassey College and Hazi A. K. Khan College were performed during 2021-22. There were 5 departments of the college that published Wall Magazines, namely- Bengali, English, Chemistry, Geography and Environmental Science in 2021-22.

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

The college is practicing extensive use of ICT-enabled tools for effective teaching with Learning Management Systems (LMS). The students are being facilitated with e-resources; 3 ICT-enabled classrooms and 2 smart classrooms have already been set up for making the teaching and learning process more effective, and tech-savvy and to perform online seminars and lectures as well. During the period of closure of the college for covid 19 pandemic, all

classes were operated in Online mode in Google Meet, and Zoom digital platforms; hence, e-resources (including syllabi, subject inputs, question papers, books & journal references) were all given in the WhatsApp groups of the respective departments. This digital platform remained operational even after the resumption of offline classes. The college is equipped with high-speed wifi internet facility (100 Mbps) for teachers, students and office. YouTube links for video classes of some departments were uploaded that can be viewed at any time, in repeated frequency. The library of the college uses ICT-enabled tools for its circulation, reference and referral services. There are separate reading rooms for both the students and teaching staff having the provision for OPAC (Online Public Access Catalogue) and browsing.

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	Nil

### 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

66

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

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

66

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	No File Uploaded

#### 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

757

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.

Following the CBCS format, 15 marks were assigned for internal assessment. Out of 15, 5 marks were earmarked for attendance and the



remaining 10 marks were assigned for internal examination. For the conduct of internal examination, the IQAC in consultation with the academic sub-committee, set internal assignment papers for each subject. Next, each departmental head percolated the decision regarding exercising the evaluation process- the setting of question papers, the last date of submission of question papers & answer scripts in the respective departments with the concerned teachers. Two internal assessments were conducted for each semester's students through blended mode. Assignment papers were uploaded on the website and students submitted soft copies of answer scripts in assigned emails. The head of every department played the role of coordinator cum moderator of internal examination. The head of the institution, in close liaison with other teaching and non-teaching staff, exercised the entire internal assessment procedure. During 2021-22, the college was partially closed due to covid 19 pandemic, so some meetings were conducted in digital platforms and notice was also given on the college website and in the respective departmental WhatsApp groups of the college as and when required.

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

Internal assessment plays an important role in the teaching-learning evaluation technique. In compliance to the CBCS mode, 15 marks were assigned for internal assessment of students which add up to the credit score. In internal examination,. During 2021-22, question papers were circulated amongst the students to prepare assignment papers consisting of 10 marks students were directed to e-mail answer scripts of assignment papers to the concerned subject teacher. However, if students had any complaints regarding the mode of examination, marks etc they were allowed to redress their grievances to the grievance redressal cell. The questions in the assignment papers were given in the college portal on a stipulated date and students were given 2 weeks period for submission of answer scripts so that they could get adequate time for practicing. Thus, the mode of answering was also almost errorless and the marks they received in lieu were as per their expectation. The internal assessment procedure was conducted in blended mode during 2021-22, so starting from the distribution of assignment papers to the mode of answering and marks obtained were open to all and thus

transparency was never compromised.

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 institution offers a total of 18 Under Graduate Programmes, out of which fourteen (15) are Honours Graduate Programmes and three (03) are General Under Graduate degree programmes. The institution is affiliated with the University of Kalyani and the syllabi of all the programmes are framed at the Board of Studies (BoSs) meetings of the respective subjects at the University level. Though, teachers from affiliated colleges actively take part as a member of the BoSs in framing the syllabus. All teachers are aware of the programme outcomes (POs) and Course Outcomes (COs) as in most cases it is stated in the CBCS syllabus. For students, the POs and COs are described at the beginning of the class by the teachers after admission. During the year 2020-21 all classes were held online and POs and COs were described to the students while taking online classes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://www.srfatepuriacollege.in/pos-cos.html">http://www.srfatepuriacollege.in/pos-cos.html</a>
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Course basically denotes a subject with a specific number of credits assigned under a particular programme. Once the course is completed and internal examinations are taken, results are analyzed at the respective department level and after the university final examination the results are then evaluated and plausible suggestions are put forward for pursuing higher studies or moving in professional avenues.

The academic sub-committee in coordination with the IQAC of the college goes for a critical appraisal of the results of students for subjects as a whole at the end of each semester.

A Sample survey is applied for a stipulated per cent of students from each semester. The feedback method is adopted which eventually delineates the attainment of students from each programme after every semester session.

The attainment of PSOs is evaluated in terms of the mechanism adopted for POs. Instead of adopting a holistic appraisal technique for all subjects, the results of students for the respective subjects are examined by the college at the end of every semester.

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

1120

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	Nil

### 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://www.srfatepuriacollege.in/agar202122.html>

### 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)

**NIL**

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
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

**NIL**

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	No File Uploaded
Paste link to funding agency website	Nil

#### 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

**12**

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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

32

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

11

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

As the college remained partially closed in the session 2021-2022 to the COVID-19 lockdown some extension activities were carried out in offline mode and some in online mode. Van Mahatsava Week, Aronno

Saptaha, Teachers Day and Programme for Communal Harmony Day were carried out in online mode. Programme like Safe Drive Save Life, International Women's Day, International Environment day, programme on Save Girl Child and programme on awareness Water reservation were carried out in offline mode. A large number of volunteers of NSS and NCC departments were participated actively in all extension activities.

File Description	Documents
Paste link for additional information	Nil
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

01

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

### 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

11

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

3533

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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

11

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

04

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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.

In the Academic session 2021-2022, the Institution had:

70 rooms out of which 25 classrooms were there exclusively used for teaching.

One ICT-enabled Conference Room, one Smart Classroom, and one seminar hall well equipped.

Six laboratories dedicated to the physics department (02), and chemistry department (02), one each for the geography and environmental science departments, all laboratory had Wi-Fi Connection and 10 computers in total.

One computer lab used by the students of the mathematics and commerce department for their practical classes. It had 17 computers in working condition.

Hostel accommodations were available for the girls' students with 24\*7 security arrangements.

A rich well furnished library comprising more than forty-five thousand books and different journals, magazines, and periodicals either for home or daily issues.

The library had dedicated reading rooms for both teachers and students.



Purified water, fire extinguisher, and generator systems were available.

Common rooms for both girls' and boys' students were there in the college. Canteen facilities are also provided. Reprographic facilities for the faculties and some cases for the students are also provided.

Ramp was there in campus.

A fixed wifi region was there in college Campus.

The campus was under full CCTV surveillance.

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 has different facilities for various activities like cultural programmes, sports, games (indoor, outdoor), gymnasium, yoga etc. As per Govt. calendar, various days like Independence Day, Women's Day, Republic Day etc. are observed in classrooms, seminar halls and on the playground of the college. Various cultural activities and social and health-related awareness programmes are also organised by the students or various departments and committees or through the NSS Unit of the college or by external organizations/ local bodies in collaboration with the college. There is a well-equipped gymnasium in the college where gym and yoga facilities are available. A playground attached to the college is used for outdoor games like football, cricket, volleyball, kho-kho, sprint, javelin, shot-put etc. The ground is also used for NCC training/ parade and student cultural festivals. Besides, a small ground is also there at the southern side of the college area where badminton is played. carrom board, chess etc. are played as indoor games in the student's common room.

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.

11

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

11

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)

27.10009

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	No File Uploaded
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)

- Name of ILMs software - KOHA
- Nature of automation (fully or partially) - Partially
- Version - 3.18.03
- Year of Automation - 2016

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** E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

**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)**

21036

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	No File Uploaded
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**

43.27

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**

1. In the session 2021-2022 the institution has one web server for administrative work like record keeping of students, website design, management and other official work hosted by HOSTING KOLKATA and maintained by AIDNI Infotec.
2. The institution also had a local SQL server configured by Intel i5 processor. Besides there exists a host server in the library to operate the Integrated Library Management Software (KOHA) on UBUNTU (12.04 LTS) platform and configured by i3 processor with 8 GB of RAM which is connected with 6 computers through LAN by a 6 port switch.
3. There were 6 routers in different areas of the college to provide the facility of WiFi connection throughout the college premises.
4. There are 5 computers with Microsoft Licensed OS which upgrade automatically. One multipurpose reprographic machine and 16 laser printers are used in the institution.

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

**4.3.2 - Number of Computers**

55

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

## 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)

8.62124

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	No File Uploaded
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.

The laboratories, library, sports complex, computers, classrooms etc are cleaned regularly by the sweepers engaged by the institution for such works. Cutting of grass and bushes are also made regularly.

The Departments demand the College authority with the requisition for equipments of their need based choice. The Principal considers all such requisitions and all are sent to the Finance Committee for a feasibility study. Two casual staffs have appointed as Laboratory assistant to maintain all the apparatus in physics and chemistry department and to help for carrying out practical classes. The ICT items such as Computers, laptops, projectors, CC cameras etc. are maintained by the mechanics engaged by the institution or on a hire basis. All ACs are being maintained on a hire basis twice a year.

One electrician was also engaged to look after the electrical items and plumbing works of the college regularly. The College website design, Library Automation Software and other used software and hardware are installed or maintained by an authorised developer through AMC. The institution has tried its level best to arrange the laboratory, library and classroom, sports complex scientifically within its resources. Day-night security arrangements are there in the institution.

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

5451

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
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

3226

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**

**C. 2 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>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**33**

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**33**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student**

**A. All of the above**

**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**

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	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

68

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 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

159



File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
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

0

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.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
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 )

Usually, the students' representative i.e., General Secretary (GS) is the member of the college's Governing Body and plays an active role in every administrative, co-curricular and extracurricular activity of the college. However, as the term of the General Secretary has expired and no election of the Students' Union has been conducted in the colleges, there is currently no students' representative taking part in any kind of activities of the college. However, the interested students of the college actively take part in various co-curricular and extracurricular activities organized by the NSS, NCC and various departments of the college for the benefit of the students.

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**

0

File Description	Documents
Report of the event	No File Uploaded
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

The college has an alumni association constituting 118 members who are the ex-student of the college. However, the alumni association is yet to be registered with the government. Every year the association conduct their executive and general meetings. The association take part in annual sports meeting, fresher's welcome meeting, prize distribution meeting etc.

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

#### 5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

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

The institution is governed by following the vision and mission of the institution. The highest decision-making body of the college is the Governing Body. There are three (03) teachers' representatives at the Governing Body and all of them actively participate in the decision-making process of the college. All the decisions are taken considering the objective of the college. To spread higher education among the poor and peasantry classes of people, the institution has been striving at its best for the holistic development of the students. The institution offers the opportunity for postgraduate study in various subjects through the open and distance learning wings under Netaji Subhas Open University (NSOU) and the Directorate of Open and Distance Learning (DODL), Kalyani University. The institution has NCC and NSS units for the students to get socially involved through various social activities. Various programmes are organized throughout the year to spread social awareness among students. Various scholarship schemes/ concessions are there to financially support poor students. Due to partial lockdown, some

activities have been conducted through online mode and other in offline mode. It has been done to keep the activities normal so that the institution does not deviate from its vision and mission.

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.

The institution is managed by the Governing Body (G.B), well represented by the teaching, non-teaching staff and other external members as per stated rules and regulations for the purpose. Several sub-committees are there approved by the G.B. to perform various activities of the institution throughout the year. The activities of each of these sub-committees reflect the practice of decentralization and the participative management process. The function of the Library Committee may be mentioned as a case study. The committee is well represented by the head of the department of all the departments, besides the librarian. The Principal of the college acts as the chairperson. The library purchase-related decisions are taken at the meeting of the Library Committee considering the opinion of each of the departmental representatives. Funds are allotted to each of the departments at the beginning of each Academic Year after careful consideration of the student's strengths and the requirements of the respective departments. The books are purchased by following lawful procedures based on the requisitions from respective departments.

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

The college has adopted online teaching through Google Meet, Zoom App and Skype App for imparting sustainable teachings to the students during the pandemic and subsequent lockdown period. In this

new era, the teachers themselves got acquainted with the virtual mode of teaching and learning with the facilities available through the above apps. The facilities are:

1. Both the students and the teachers may use a whiteboard facility.
2. The teachers make a schedule of the classes and notify the students.
3. Easy uploading facility of study materials in "students' backup" for smooth access of the students.
4. The facility of easy and quick sharing of PPT, audio/ video clip/ word file etc.

The aforesaid online portal helped in the smooth running of the teaching-learning process.

The College library provided several web links for the students to search for study materials.

With the objective of wholistic development of the students, the institution observed various days online and various awareness programmes were organized by our NSS, and NCC units whether online or offline as the situation permitted.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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 Institution has several active bodies and sub-committees for the smooth and proper execution of plans and policies set up for the purpose.

**Governing Body:** As per the Deed Agreement of the college, the Governing Body (GB) is the highest decision-making body of the college well represented by teaching, non-teaching and external members. The honourable District Magistrate (DM) is the Ex-officio President, and the Principal is the Ex-officio secretary of the GB.

**Administrative Setup:** The Finance Sub-committee takes important financial decisions subject to the approval of the Governing Body. Moreover, the Principal is authorized to maintain the day-to-day activities of the college. Secretaries from different sub-committees coordinate and assist the principal in executing the entire administrative work.

Besides, all other sub-committees extend their active support to the Principal for executing different plans, programmes and policies set up by competent authority from time to time for the enhancement of administrative quality and ability of the Institution as a whole.

Service rules, procedures, recruitment and promotional policies of the staff are well guided by the G.Os issued by the UGC/ University/Higher Education Department, Govt. of West Bengal from Time to time.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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

The Teaching staff of the college are provided effective welfare measures with the facilities of GSLI, Provident Fund, Death cum retirement benefits, and also medium-term loans (MT Loan) with affordable simple interest and own fund loan to meet the urgent need from Beldanga S.R.F College Employees Credit Cooperative Society Ltd.

All eligible non-teaching staff are provided with a festival Bonus and advances. The Non-Teaching staff of the college are also provided with the facilities of GSLI, Provident Fund, Beldanga S.R.F College Employees Credit Co-operative Society Ltd. Moreover, the wards of the non-teaching staff are provided with free admission to the UG level of study.

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

1

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

2

File Description	Documents
IQAC report summary	No File Uploaded
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

The Institution has an Internal Performance Appraisal system for teaching and non-teaching staff. The IQAC of the college evaluates the performance of the teaching and non-teaching staff of the college. The Teachers' Council also plays an active role in the



overall evaluation of the academic performance of the teaching staff. The Principal regularly convenes departmental meetings to discuss and evaluate the performance of all teaching staff and promotes the areas of enhancements in teaching performance. Besides, Students also evaluate the performance of the teachers through the students' feedback system. The performance of the non-teaching staff is also evaluated by the principal from time to time. The Principal monitors the system with a dynamic and sustainable process.

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

The Institution arranges internal audits regularly. The internal audit assistance is arranged in the college office. Statutory audits of the college are conducted by a competent auditor appointed by the Higher Education Department, Govt. of West Bengal. The statutory audit has been completed up to the financial year 2016 -17. The statutory auditor has been assigned and due to the lockdown, it could not be conducted after the opening of the college the statutory audit of the college is under process.

In the year 2023, the statutory audit up to 31st March 2020 had been conducted by the assigned Auditor of the Higher Education Department, Govt. of West Bengal.

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

The Institution mobilizes its funds and optimally utilizes its resources by following the strategies, policies and decisions taken by the Finance Sub-Committee of the college and approved by the Governing body, the topmost administrative body.

The Institution, regularly, frames policies to collect funds/ resources and ensures the utilization of the same in the best possible and optimal way. The income over expenditure is invested from time to time in accordance with the policies of the Governing Body. The budgetary expenditures are strictly maintained.

The prime sources of funds are grants from the State Government and the UGC, collections from the students, interest on savings accounts and fixed deposits and other miscellaneous collections from the sale of expired newspapers, magazines, scrab etc. well ahead of the beginning of every financial year. A budget is prepared by the Finance Sub-committee subject to the approval of the Governing Body. All purchases are made by inviting quotations or tenders.

The accumulated resources are allotted as per budgetary provision to meet day-to-day administrative expenses, expenditures relating to infrastructural development and maintenance, remunerations/ wages to the casual non-teaching staff, several faculty development programmes, improvement of the teaching-learning environment etc.

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

## 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

Given the present lockdown situation due to COVID-19, the IQAC of our esteemed institution the its IQAC has adopted the following two practices for quality assurance during 2021-22:

1. Study materials, class notes etc. were provided to the students via WhatsApp groups created for each of the departments. Students were regularly motivated to maintain contact with the departmental teachers for all kinds of help for their upliftment. They were provided with all possible help and motivation to stay tuned. Students were shared links to various open-access databases through the library of the college. Teachers were motivated to participate in online FDP programmes, and various national and international quality webinars and present their papers.
2. The IQAC conducted a number of State, National and International Webinars in collaboration with various departments which were helpful to both our students and participating faculties. Arrangements were also made to keep YouTube-recorded versions of the webinars for future reference.

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

During the partial lockdown period as all classes were arranged online as well as offline mode when possible, the IQAC maintained regular contact with all the departments and departmental teachers to review the progress of the teaching-learning process. Feedback from students was also collected and analysed and based on the feedback received appropriate measures were taken for the benefit of the students. All possible efforts were made to keep students and teachers of the institution motivated and remain always engaged during the unexpected period of lockdown. With that objective in mind, several online webinars and offline seminar were arranged to

the extent possible with our limited capacity. Teachers were also encouraged to participate in FDP programmes online. As a result, two teachers participated in the Refresher/Short-term courses during this period.

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)**

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
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

**Describe gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 200 words**

**Sewnarayan Rameshwar Fatepuria College endorses gender equity in the admission policy as per the India Government guidelines, and it pays**

special attention to admitting female candidates as per the Merit List. Focalization to the NSS idealization, the Institution arranges some programming in which the girls are given equal opportunities in compliance with boys. Besides, a throng of girls participate in the National Service Scheme as a volunteer every year.

The Institution feels proud by catering the girl indistinguishable window of opportunity to enroll and matriculate uprightness in respect of boys.

File Description	Documents
Annual gender sensitization action plan	<p><u><a href="#">Annual Gender Sensitization Action Plan: 2021-2022 S. R. Fatepuria College, Beldanga; MSD is committed for all round holistic development of all stake holder. Our college provides coeducation in college. Along with the academic development the Institution is committed for safety, security and gender equality in all kinds of implementations. In order to fulfillment of this following the guideline of UGC a Women development Centre is constitute in our institution for the awareness and deterrence of any gender-based misconduct. The main objective of our Women Development Centre is as follows: a) In order to attend all complains or grievances regarding women safety the all members of WDC will sit together to resolve the matter by taking immediate and remedial action. b) Promote awareness amongst Faculty Members, Staff and Students on issues like Health, Education and Gender Equality through Seminars, Debates and Quizzes. c) WDC always encourage all the Faculty Members for equal representation and facilitate equal participation in projects, co-curricular activities and sports amongst the students. d) Some placards related to the motto of WDC will install throughout the campus for awareness amongst the students about WDC. Members of women Development Cell: 1. Dr. Sonali Bhattacharyya, Associate Professor, (Presiding Officer) 2. Dr. Sujata Mukhopadhyay, Associate Professor, (Member)</a></u></p>

	<p><u>3. Smt Madhumita Biswas, Chairperson, Beldanga Municipality</u></p> <p><u>4. Sharmi Das, SACT-Member</u></p> <p><u>5. Smt. Almera Khatun, SACT - Member</u></p> <p><u>6. NGO- Member</u></p> <p><u>7. Smt. Gouri Palit. NTS - Member</u></p> <p><u>Involve bodies in Gender Sensitization:</u></p> <p><u>1. IQAC, S. R. Fatepuria College.</u></p> <p><u>2. National Service Scheme, S. R. Fatepuria College.</u></p> <p><u>3. NCC, S. R. Fatepuria College.</u></p> <p><u>4. All Department of our College.</u></p>
<p>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>	<p><u>a) Some placards related to the motto of WDC was installed throughout the campus for awareness amongst the students about WDC.</u></p> <p><u>b) On World AIDS day (01.12.2021) a general awareness programme was carried out.</u></p> <p><u>c) One Thalassemia detection camp along with awareness programme on thalassemia was carried out on 28.23.2022.</u></p> <p><u>d) Seminar on Trafficking in Women and Children was conducted on 30.03.2022.</u></p> <p><u>e) For safety and security purpose the institute has restricted entry at the gates with two guards deputed to check the entry of undesirable elements in the institute and also the entire institute is monitored under CCTV camera coverage.</u></p> <p><u>f) The institute also has two separate common room for girls and boys.</u></p> <p><u>g) The institute has also provided free health checkup once a week by a reputed doctor who is available in this institute for a day generally on every Thursday.</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/ power efficient equipment

**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**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

- **Solid waste management:**

1. In order to fulfill the management of solid waste we always use different colour dustbins to collect different wastages like paper, plastic, glass and organic wastes.

- ii. Promote paperless work to minimize the consumption of papers.

- iii. Banning plastic within the campus.

- iv. Organic wastes were dumped into a tank to produce compost.

- **Liquid waste management:** Liquid wastes produced in our Institution from different Laboratory is not so much in amount and it passes through concealed pipe line into a soak pit through sand bed filter. Toilet waste is diluted with sufficient water and passes to common drainage.
- **Biomedical waste management:** Due to the nature of the courses taught, no biomedical waste material is produced in the institute.
- **E-waste management:** To manage the E-waste the Institution has a scheme through which electronic and computer accessories which are "obsolete" are exchanged with new equipment under buy back scheme. Old computers after repair & up gradation are donated to a school at Beldanga.
- **Hazardous chemicals and radioactive waste management:** Due to the nature of the courses taught, no biomedical waste material is produced in the institute.

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>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore** C. Any 2 of the above

**well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

**C. Any 2 of the above**

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	<b>No File Uploaded</b>
Any other relevant documents	<a href="#">View File</a>

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

**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. Any 3 of the above**



File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
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>

**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 Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**C. Any 2 of the above**

**5.**

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	<a href="#">View File</a>

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).

**The Institution makes serious endeavours to nourish an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. The efforts of the Institution are put to make the environment of the institution inclusive: The teachers while taking classes ensure that**

the classroom discussions are to the expected level of respectability to all and encourage all the students to participate.

In the Institution the students admitted are coming from different parts of the district of Murshidabad with different castes, creeds and social identities. The senior students under the able direction of the teachers, act as a conduit to make the new incoming batch of students understand and practice full participation of all students without the dominance of any particular group.

The Institution invites great personalities of our society to deliver lectures through the seminars on the importance of tolerance and harmony to sensitize the students about the importance of maintaining the same throughout their life. The Admission policy clearly states that equal opportunity will be given to all candidates as per the government of India guidelines.

The College promotes gender equity in the admission policy, and it pays special attention to admitting female candidates as per the Merit List.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
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

Describe the various activities in the Institution for inculcating values for being responsible citizens as reflected in the Constitution of India within 200 words.

This esteemed Institution, regularly conducts activities to generate awareness drives for employees and students to ingrain values for being responsible citizens. Some of the regularly conducted activities are activities of Anti Raging Committee, Women Development Cell and Committee for disabled students; Fitness activities, Yoga and games, Tree Plantation, Awareness Programme etc.

Being an academic institute our main focus is on sensitizing our students to become mature and responsible citizens of India. The

course curriculum compulsorily includes a course on Governance & Ethics and they have to participate in various social awareness programmes which are also a compulsory course as part of their curriculum.

The students are provided with a platform through the Social Awareness Programme of the NSS units, to make their contribution toward creating a shared value for society. The growing importance attached to ethics and sustainability has now become increasingly pertinent for the students to share the same values. The social awareness programme of NSS is involved in numerous activities towards the grass root problems of the society and the needs of the people, spreading the message of social, ecological and ethical responsibility amongst students.

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

**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 the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff** C. Any 2 of the above

**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

Sewnarayan Rameshwar Fatepuria College regularly celebrates national and international commemorative days, events, and festivals like Republic Day, Independence Day, International Yoga Day etc. In addition, various other activities like Health checkups through NSS, Anemia Test are conducted for the welfare of students. A formal email and announcement are made before conducting these events for mass awareness. In a few cases, small committees are formed in collaboration with faculties, employees and students who can form a team and smoothly manage the activities. Students take an active part in organising the Independence Day and Republic Day celebrations. On both these days, our National Flag is hoisted with full honour and the national anthem is sung

by all the attendees. Besides, students in coordination with faculties and staff conduct various students event.

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

## 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 Practice 1:

**Title of the Practice: Gender Equity**

**Objectives of the Practice:** The objectives of the College are to provide equity in sharing knowledge equally both in male and female in different fields and to be aware the students on social and educational values of women as well as of men.

**The Context:** The whole world is in threat of gender problem and mankind almost was forgetting the healthy way of life. It encourages the students, teachers, researchers and above all human to be aware regarding and build up a constructive society for happy dwelling

place of human.

Practice: .....

Best Practice 2:

Title: To bestow safe and secure campus

Objectives of the Practice:

Sewnarayan Rameshwar Fatepuria College takes an initiative to bestow safe and secure campus to connect the students with value education.

Context:

Sewnarayan Rameshwar Fatepuria College has its farsightedness that a safe and secure campus builds a student free to take advantage of education and it will turn the students as firm responsible citizen.

Practice:

- i. The entire campus is surrounded by high wall.
- ii. There is no disturbance in class.
- iii. Total Campus consists under the surveillance of CCTV.
- iv. In day time, Security guards remain in the main gate of Campus and in night, Night guard performs his duty.
- v. Senior Teachers supervise the Campus to keep it quiet and silence to make it sustainable for education.

Evidence of Success: .....

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 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

Sewnarayan Rameshwar Fatepuria college has his selfness that turns the Institution distinctive and it is Environmental Awareness. To fulfill the purpose the Institution has taken the initiatives which are as follows:

i. Making an Eco-Friendly Club.

ii. Saplings in the College Campus.

iii. Saplings in collaboration with a Trust ( Save Earth by Our Contribution) in Campus

as well as around the surroundings.

iv. Initiativeness to form a Solar cell.

v. Initiative decision of the Institution is that on Friday, all the Teachers and the Student will travel to the Campus through Public Transport.

vi. On Friday no motor operated vehicles will enter in the campus.

vii. Bio-diversity conservation.

## 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 curriculum is designed by the affiliated university, the University of Kalyani. The institution through a well-planned and documented process ensures the effective delivery of the curriculum to the students. Before the commencement of each academic year, the Academic Calendar is prepared by the Academic Calendar Preparation Sub-committee following the Academic Schedule of the University of Kalyani. A Master Routine incorporating all Arts subjects is prepared by the Routine Preparation Sub-committee after receiving feedback and suggestions from all the Arts Departments. The Science and Commerce Departments have their separate routines. All routines are subsequently approved by the IQAC of the college. The syllabus of each programme is divided among the departmental teachers at the departmental meeting before the commencement of each semester. Respective departments periodically arrange departmental meetings and review the progress made by the students and the coverage of the syllabus. Department-level records are maintained at the Departmental Meeting Registers. Students' attendance, results of various examinations, and their attendance in various college-level programmes/seminars are also properly documented and analysed.

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)

It is the practice of the college to prepare an Academic Calendar at the beginning of the academic year based on the Academic Calendar of the University of Kalyani. The Academic Calendar is prepared in such a way that the continuous internal evaluation of the students becomes an integral part of the teaching-learning process. Students are continuously assessed by the teachers at

the end of each chapter. The final internal assessment on each subject is conducted before each semester-end examination strictly following university norms and the marks obtained in the internal assessment are added to the university Final examination marks and are reflected on the Report Card of the students. Though during the first half of the academic year 2021-22 these activities were hampered due to covid-19 partial lockdown and as a result, all academic and administrative activities were conducted online as well as offline to the extent practicable. Internal assessment examinations were also conducted online during the academic year 2021-22.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="http://www.srfatepuriacollege.in/doc/Academic%20Calendar%202021-22.pdf">http://www.srfatepuriacollege.in/doc/Academic%20Calendar%202021-22.pdf</a>

**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 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. Any 3 of the above**

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	No File Uploaded

## **1.2 - Academic Flexibility**

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**



18

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Add on /Certificate programs offered during the year****1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

02

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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**

Nil

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

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

**1.3 - Curriculum Enrichment**

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

The college is affiliated with the University of Kalyani and follows the curriculum designed by the University for undergraduate students. The curriculum and the various co-curricular activities are performed throughout the year in such a way that they inculcate human values and ethics, and environmental consciousness among the general students. The NSS and NCC units of the college organize various awareness programmes throughout the year which help increase the general awareness among students in areas such as, gender issues, human values, environmental issues etc. No discrimination is done between girls and boys students and both actively participate in the NSS and NCC programme. The academic year 2021-22 faced partial lockdown due to covid-19 pandemic. Academic activities were performed in blended mode. As a result, the institution observed various important days virtually as well as physically. The IQAC of the college in collaboration with various departments organized webinars/seminars on the issues of environment, gender and sexuality, human rights, mental health etc. The CBCS curriculum offered to the students of various disciplines also includes gender issues, human values, environmental sustainability etc.

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	No File Uploaded

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

28

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
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

3864

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

**1.4.2 - Feedback process of the Institution may be classified as follows**

**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	Nil

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of sanctioned seats during the year

13515

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

#### 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, 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

1960

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

There has been a pre-scheduled template for assessing the learning levels of students for the entire academic year. The academic session in the college starts with the conduct of an Induction Programme for freshers both at the college level and subsequently at the respective department levels. At the onset, the scope and opportunities in the college in respect of academics and the professional arena and the availability of subjects offered were introduced to the students. However, all such orientations were primarily organized on digital platforms as during 2021-22 the college was closed up to mid-November 2021 adhering to the government orders due to the prevalence of Covid 19 pandemic. Special care was taken for students in the classes in subsequent semesters for those who secured low marks in the university-level examination. Additional classes were organized at the departmental levels for the slow learners and the absentees who came from academically poor backdrops and also for the students who were physically or mentally retarded. The students who scored comparatively high in the university-level examinations were considered advanced learners and they were provided with additional learning materials- both in hard and soft copies, ppt presentations etc as and when required.

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
6763	66

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

All academic activities in the college have a student-centric postulation. During 2021-22, as the college couldn't begin with its regular mode of offline classes due to covid-19 pandemic, the college had to resort to online classes. In order to organize classes, subject-wise WhatsApp groups were formed and run centrally by the college. Apart from the online classes, e-learning materials were provided to the students of the respective departments and e-learning modules of some departments were uploaded to the website of the college. However, over the course of time, the off-line classes were started in the colleges in mid-Nov, 2021. Within 2021-22, the college organized 6 webinars on 'Azadi Ka Amrit Mahotsav', 'Swachh Bharat Abhiyan', Women Trafficking, Historiography, Meditation & Yoga etc. 4 seminars/workshops were organized on Career counseling, Environmental sustainability, PC/SSC in Indian Army etc. Besides, students participated in the special camp of the NSS unit. Several faculty exchange programmes-totalling 9 days with Nabadwip Vidyasagar College, Plassey College and Hazi A. K. Khan College were performed during 2021-22. There were 5 departments of the college that published Wall Magazines, namely- Bengali, English, Chemistry, Geography and Environmental Science in 2021-22.

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

The college is practicing extensive use of ICT-enabled tools for effective teaching with Learning Management Systems (LMS). The students are being facilitated with e-resources; 3 ICT-enabled classrooms and 2 smart classrooms have already been set up for making the teaching and learning process more effective, and tech-

savvy and to perform online seminars and lectures as well. During the period of closure of the college for covid 19 pandemic, all classes were operated in Online mode in Google Meet, and Zoom digital platforms; hence, e-resources (including syllabi, subject inputs, question papers, books & journal references) were all given in the WhatsApp groups of the respective departments. This digital platform remained operational even after the resumption of offline classes. The college is equipped with high-speed wifi internet facility (100 Mbps) for teachers, students and office. YouTube links for video classes of some departments were uploaded that can be viewed at any time, in repeated frequency. The library of the college uses ICT-enabled tools for its circulation, reference and referral services. There are separate reading rooms for both the students and teaching staff having the provision for OPAC (Online Public Access Catalogue) and browsing.

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	Nil

### 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

66

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

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

66

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	No File Uploaded

#### 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

757

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.



Following the CBCS format, 15 marks were assigned for internal assessment. Out of 15, 5 marks were earmarked for attendance and the remaining 10 marks were assigned for internal examination. For the conduct of internal examination, the IQAC in consultation with the academic sub-committee, set internal assignment papers for each subject. Next, each departmental head percolated the decision regarding exercising the evaluation process- the setting of question papers, the last date of submission of question papers & answer scripts in the respective departments with the concerned teachers. Two internal assessments were conducted for each semester's students through blended mode. Assignment papers were uploaded on the website and students submitted soft copies of answer scripts in assigned emails. The head of every department played the role of coordinator cum moderator of internal examination. The head of the institution, in close liaison with other teaching and non-teaching staff, exercised the entire internal assessment procedure. During 2021-22, the college was partially closed due to covid 19 pandemic, so some meetings were conducted in digital platforms and notice was also given on the college website and in the respective departmental WhatsApp groups of the college as and when required.

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

Internal assessment plays an important role in the teaching-learning evaluation technique. In compliance to the CBCS mode, 15 marks were assigned for internal assessment of students which add up to the credit score. In internal examination,. During 2021-22, question papers were circulated amongst the students to prepare assignment papers consisting of 10 marks students were directed to e-mail answer scripts of assignment papers to the concerned subject teacher. However, if students had any complaints regarding the mode of examination, marks etc they were allowed to redress their grievances to the grievance redressal cell. The questions in the assignment papers were given in the college portal on a stipulated date and students were given 2 weeks period for submission of answer scripts so that they could get adequate time for practicing. Thus, the mode of answering was also almost errorless and the marks they received in lieu were as

per their expectation. The internal assessment procedure was conducted in blended mode during 2021-22, so starting from the distribution of assignment papers to the mode of answering and marks obtained were open to all and thus transparency was never compromised.

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 institution offers a total of 18 Under Graduate Programmes, out of which fourteen (15) are Honours Graduate Programmes and three (03) are General Under Graduate degree programmes. The institution is affiliated with the University of Kalyani and the syllabi of all the programmes are framed at the Board of Studies (BoSs) meetings of the respective subjects at the University level. Though, teachers from affiliated colleges actively take part as a member of the BoSs in framing the syllabus. All teachers are aware of the programme outcomes (POs) and Course Outcomes (COs) as in most cases it is stated in the CBCS syllabus. For students, the POs and COs are described at the beginning of the class by the teachers after admission. During the year 2020-21 all classes were held online and POs and COs were described to the students while taking online classes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://www.srfatepuriacollege.in/pos-cos.html">http://www.srfatepuriacollege.in/pos-cos.html</a>
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Course basically denotes a subject with a specific number of credits assigned under a particular programme. Once the course is completed and internal examinations are taken, results are

analyzed at the respective department level and after the university final examination the results are then evaluated and plausible suggestions are put forward for pursuing higher studies or moving in professional avenues.

The academic sub-committee in coordination with the IQAC of the college goes for a critical appraisal of the results of students for subjects as a whole at the end of each semester.

A Sample survey is applied for a stipulated per cent of students from each semester. The feedback method is adopted which eventually delineates the attainment of students from each programme after every semester session.

The attainment of PSOs is evaluated in terms of the mechanism adopted for POs. Instead of adopting a holistic appraisal technique for all subjects, the results of students for the respective subjects are examined by the college at the end of every semester.

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

1120

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	Nil

### 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://www.srfatepuriacollege.in/aqar202122.html>

**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)**

**NIL**

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
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**

**NIL**

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	No File Uploaded
Paste link to funding agency website	Nil

**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**

12

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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**

32

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**

11

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

As the college remained partially closed in the session 2021-2022 to the COVID-19 lockdown some extension activities were carried out in offline mode and some in online mode. Van Mahatsava Week, Aronno Saptaha, Teachers Day and Programme for Communal Harmony Day were carried out in online mode. Programme like Safe Drive Save Life, International Women's Day, International Environment day, programme on Save Girl Child and programme on awareness Water reservation were carried out in offline mode. A large number of volunteers of NSS and NCC departments were participated actively in all extension activities.

File Description	Documents
Paste link for additional information	Nil
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**

01

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

**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**

11

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

3533

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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

11

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**

04

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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.

In the Academic session 2021-2022, the Institution had:

70 rooms out of which 25 classrooms were there exclusively used for teaching.

One ICT-enabled Conference Room, one Smart Classroom, and one seminar hall well equipped.

Six laboratories dedicated to the physics department (02), and chemistry department (02), one each for the geography and environmental science departments, all laboratory had Wi-Fi Connection and 10 computers in total.

One computer lab used by the students of the mathematics and commerce department for their practical classes. It had 17 computers in working condition.

Hostel accommodations were available for the girls' students with 24\*7 security arrangements.

A rich well furnished library comprising more than forty-five thousand books and different journals, magazines, and periodicals either for home or daily issues.



The library had a dedicated reading room for both teachers and students.

Purified water, fire extinguisher, and generator systems were available.

Common rooms for both girls' and boys' students were there in the college. Canteen facilities are also provided. Reprographic facilities for the faculties and some cases for the students are also provided.

Ramp was there in campus.

A fixed wifi region was there in college Campus.

The campus was under full CCTV surveillance.

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 has different facilities for various activities like cultural programmes, sports, games (indoor, outdoor), gymnasium, yoga etc. As per Govt. calendar, various days like Independence Day, Women's Day, Republic Day etc. are observed in classrooms, seminar halls and on the playground of the college. Various cultural activities and social and health-related awareness programmes are also organised by the students or various departments and committees or through the NSS Unit of the college or by external organizations/ local bodies in collaboration with the college. There is a well-equipped gymnasium in the college where gym and yoga facilities are available. A playground attached to the college is used for outdoor games like football, cricket, volleyball, kho-kho, sprint, javelin, shot-put etc. The ground is also used for NCC training/ parade and student cultural festivals. Besides, a small ground is also there at the southern side of the college area where badminton is played. carrom board, chess etc. are played as indoor games in the student's common room.

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.

11

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

11

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)

27.10009

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	No File Uploaded
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)

- Name of ILMS software - KOHA
- Nature of automation (fully or partially) - Partially
- Version - 3.18.03
- Year of Automation - 2016

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**

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

**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)**

21036

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	No File Uploaded
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

43.27

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

1. In the session 2021-2022 the institution has one web server for administrative work like record keeping of students, website design, management and other official work hosted by HOSTING KOLKATA and maintained by AIDNI Infotec.
2. The institution also had a local SQL server configured by Intel i5 processor. Besides there exists a host server in the library to operate the Integrated Library Management Software (KOHA) on UBUNTU (12.04 LTS) platform and configured by i3 processor with 8 GB of RAM which is connected with 6 computers through LAN by a 6 port switch.
3. There were 6 routers in different areas of the college to provide the facility of WiFi connection throughout the college premises.
4. There are 5 computers with Microsoft Licensed OS which upgrade automatically. One multipurpose reprographic machine and 16 laser printers are used in the institution.

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

#### 4.3.2 - Number of Computers

55

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

#### 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)

8.62124

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	No File Uploaded
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.

The laboratories, library, sports complex, computers, classrooms etc are cleaned regularly by the sweepers engaged by the institution for such works. Cutting of grass and bushes are also made regularly.

The Departments demand the College authority with the requisition for equipments of their need based choice. The Principal

considers all such requisitions and all are sent to the Finance Committee for a feasibility study. Two casual staffs have appointed as Laboratory assistant to maintain all the apparatus in physics and chemistry department and to help for carrying out practical classes. The ICT items such as Computers, laptops, projectors, CC cameras etc. are maintained by the mechanics engaged by the institution or on a hire basis. All ACs are being maintained on a hire basis twice a year. One electrician was also engaged to look after the electrical items and plumbing works of the college regularly. The College website design, Library Automation Software and other used software and hardware are installed or maintained by an authorised developer through AMC. The institution has tried its level best to arrange the laboratory, library and classroom, sports complex scientifically within its resources. Day-night security arrangements are there in the institution.

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

5451

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

3226

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefitted 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**

C. 2 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>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

33

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

33

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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**

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<b>No File Uploaded</b>
Upload any additional information	<b>No File Uploaded</b>
Details of student grievances including sexual harassment and ragging cases	<b>No File Uploaded</b>

## **5.2 - Student Progression**

### **5.2.1 - Number of placement of outgoing students during the year**

#### **5.2.1.1 - Number of outgoing students placed during the year**

**68**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>



**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**

159

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
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**

0

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.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
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 )

Usually, the students' representative i.e., General Secretary (GS) is the member of the college's Governing Body and plays an active role in every administrative, co-curricular and extracurricular activity of the college. However, as the term of the General Secretary has expired and no election of the Students' Union has been conducted in the colleges, there is currently no students' representative taking part in any kind of activities of the college. However, the interested students of the college actively take part in various co-curricular and extracurricular activities organized by the NSS, NCC and various departments of the college for the benefit of the students.

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**

0

File Description	Documents
Report of the event	No File Uploaded
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

The college has an alumni association constituting 118 members who are the ex-student of the college. However, the alumni association is yet to be registered with the government. Every year the association conduct their executive and general meetings. The association take part in annual sports meeting, fresher's welcome meeting, prize distribution meeting etc.

File Description	Documents
Paste link for additional information	Nil
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

The institution is governed by following the vision and mission

of the institution. The highest decision-making body of the college is the Governing Body. There are three (03) teachers' representatives at the Governing Body and all of them actively participate in the decision-making process of the college. All the decisions are taken considering the objective of the college. To spread higher education among the poor and peasantry classes of people, the institution has been striving at its best for the holistic development of the students. The institution offers the opportunity for postgraduate study in various subjects through the open and distance learning wings under Netaji Subhas Open University (NSOU) and the Directorate of Open and Distance Learning (DODL), Kalyani University. The institution has NCC and NSS units for the students to get socially involved through various social activities. Various programmes are organized throughout the year to spread social awareness among students. Various scholarship schemes/ concessions are there to financially support poor students. Due to partial lockdown, some activities have been conducted through online mode and other in offline mode. It has been done to keep the activities normal so that the institution does not deviate from its vision and mission.

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.

The institution is managed by the Governing Body (G.B), well represented by the teaching, non-teaching staff and other external members as per stated rules and regulations for the purpose. Several sub-committees are there approved by the G.B. to perform various activities of the institution throughout the year. The activities of each of these sub-committees reflect the practice of decentralization and the participative management process. The function of the Library Committee may be mentioned as a case study. The committee is well represented by the head of the department of all the departments, besides the librarian. The Principal of the college acts as the chairperson. The library purchase-related decisions are taken at the meeting of the Library Committee considering the opinion of each of the departmental representatives. Funds are allotted to each of the departments at the beginning of each Academic Year after careful

consideration of the student's strengths and the requirements of the respective departments. The books are purchased by following lawful procedures based on the requisitions from respective departments.

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

The college has adopted online teaching through Google Meet, Zoom App and Skype App for imparting sustainable teachings to the students during the pandemic and subsequent lockdown period. In this new era, the teachers themselves got acquainted with the virtual mode of teaching and learning with the facilities available through the above apps. The facilities are:

1. Both the students and the teachers may use a whiteboard facility.
2. The teachers make a schedule of the classes and notify the students.
3. Easy uploading facility of study materials in "students' backup" for smooth access of the students.
4. The facility of easy and quick sharing of PPT, audio/ video clip/ word file etc.

The aforesaid online portal helped in the smooth running of the teaching-learning process.

The College library provided several web links for the students to search for study materials.

With the objective of wholistic development of the students, the institution observed various days online and various awareness programmes were organized by our NSS, and NCC units whether online or offline as the situation permitted.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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 Institution has several active bodies and sub-committees for the smooth and proper execution of plans and policies set up for the purpose.

**Governing Body:** As per the Deed Agreement of the college, the Governing Body (GB) is the highest decision-making body of the college well represented by teaching, non-teaching and external members. The honourable District Magistrate (DM) is the Ex-officio President, and the Principal is the Ex-officio secretary of the GB.

**Administrative Setup:** The Finance Sub-committee takes important financial decisions subject to the approval of the Governing Body. Moreover, the Principal is authorized to maintain the day-to-day activities of the college. Secretaries from different sub-committees coordinate and assist the principal in executing the entire administrative work.

Besides, all other sub-committees extend their active support to the Principal for executing different plans, programmes and policies set up by competent authority from time to time for the enhancement of administrative quality and ability of the Institution as a whole.

Service rules, procedures, recruitment and promotional policies of the staff are well guided by the G.Os issued by the UGC/ University/Higher Education Department, Govt. of West Bengal from Time to time.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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

The Teaching staff of the college are provided effective welfare measures with the facilities of GSLI, Provident Fund, Death cum retirement benefits, and also medium-term loans (MT Loan) with affordable simple interest and own fund loan to meet the urgent need from Beldanga S.R.F College Employees Credit Cooperative Society Ltd.

All eligible non-teaching staff are provided with a festival Bonus and advances. The Non-Teaching staff of the college are also provided with the facilities of GSLI, Provident Fund, Beldanga S.R.F College Employees Credit Co-operative Society Ltd. Moreover, the wards of the non-teaching staff are provided with free admission to the UG level of study.

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**

1

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

2

File Description	Documents
IQAC report summary	No File Uploaded
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

The Institution has an Internal Performance Appraisal system for teaching and non-teaching staff. The IQAC of the college evaluates the performance of the teaching and non-teaching staff of the college. The Teachers' Council also plays an active role

in the overall evaluation of the academic performance of the teaching staff. The Principal regularly convenes departmental meetings to discuss and evaluate the performance of all teaching staff and promotes the areas of enhancements in teaching performance. Besides, Students also evaluate the performance of the teachers through the students' feedback system. The performance of the non-teaching staff is also evaluated by the principal from time to time. The Principal monitors the system with a dynamic and sustainable process.

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

The Institution arranges internal audits regularly. The internal audit assistance is arranged in the college office. Statutory audits of the college are conducted by a competent auditor appointed by the Higher Education Department, Govt. of West Bengal. The statutory audit has been completed up to the financial year 2016 -17. The statutory auditor has been assigned and due to the lockdown, it could not be conducted after the opening of the college the statutory audit of the college is under process.

In the year 2023, the statutory audit up to 31st March 2020 had been conducted by the assigned Auditor of the Higher Education Department, Govt. of West Bengal.

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**

The Institution mobilizes its funds and optimally utilizes its resources by following the strategies, policies and decisions taken by the Finance Sub-Committee of the college and approved by the Governing body, the topmost administrative body.

The Institution, regularly, frames policies to collect funds/ resources and ensures the utilization of the same in the best possible and optimal way. The income over expenditure is invested from time to time in accordance with the policies of the Governing Body. The budgetary expenditures are strictly maintained.

The prime sources of funds are grants from the State Government and the UGC, collections from the students, interest on savings accounts and fixed deposits and other miscellaneous collections from the sale of expired newspapers, magazines, scrab etc. well ahead of the beginning of every financial year. A budget is prepared by the Finance Sub-committee subject to the approval of the Governing Body. All purchases are made by inviting quotations or tenders.

The accumulated resources are allotted as per budgetary provision to meet day-to-day administrative expenses, expenditures relating to infrastructural development and maintenance, remunerations/ wages to the casual non-teaching staff, several faculty development programmes, improvement of the teaching-learning environment etc.

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

## 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

Given the present lockdown situation due to COVID-19, the IQAC of our esteemed institution the its IQAC has adopted the following two practices for quality assurance during 2021-22:

1. Study materials, class notes etc. were provided to the students via WhatsApp groups created for each of the departments. Students were regularly motivated to maintain contact with the departmental teachers for all kinds of help for their upliftment. They were provided with all possible help and motivation to stay tuned. Students were shared links to various open-access databases through the library of the college. Teachers were motivated to participate in online FDP programmes, and various national and international quality webinars and present their papers.
2. The IQAC conducted a number of State, National and International Webinars in collaboration with various departments which were helpful to both our students and participating faculties. Arrangements were also made to keep YouTube-recorded versions of the webinars for future reference.

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

During the partial lockdown period as all classes were arranged online as well as offline mode when possible, the IQAC maintained

regular contact with all the departments and departmental teachers to review the progress of the teaching-learning process. Feedback from students was also collected and analysed and based on the feedback received appropriate measures were taken for the benefit of the students. All possible efforts were made to keep students and teachers of the institution motivated and remain always engaged during the unexpected period of lockdown. With that objective in mind, several online webinars and offline seminar were arranged to the extent possible with our limited capacity. Teachers were also encouraged to participate in FDP programmes online. As a result, two teachers participated in the Refresher/Short-term courses during this period.

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)**

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
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

Describe gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 200 words

Sewnarayan Rameshwar Fatepuria College endorses gender equity in the admission policy as per the India Government guidelines, and it pays special attention to admitting female candidates as per the Merit List. Focalization to the NSS idealization, the Institution arranges some programming in which the girls are given equal opportunities in compliance with boys. Besides, a throng of girls participate in the National Service Scheme as a volunteer every year.

The Institution feels proud by catering the girl indistinguishable window of opportunity to enroll and matriculate uprightness in respect of boys.

File Description	Documents
Annual gender sensitization action plan	<p><a href="#"><u>Annual Gender Sensitization Action Plan: 2021-2022 S. R. Fatepuria College, Beldanga; MSD is committed for all round holistic development of all stake holder. Our college provides coeducation in college. Along with the academic development the Institution is committed for safety, security and gender equality in all kinds of implementations. In order to fulfillment of this following the guideline of UGC a Women development Centre is constitute in our institution for the awareness and deterrence of any gender-based misconduct. The main objective of our Women Development Centre is as follows: a) In order to attend all complains or grievances regarding women safety the all members of WDC will sit together to resolve the matter by taking immediate and remedial action. b) Promote awareness amongst Faculty Members, Staff and Students on issues like Health, Education and Gender Equality through Seminars, Debates and Quizzes. c) WDC</u></a></p>

	<p><u>always encourage all the Faculty Members for equal representation and facilitate equal participation in projects, co-curricular activities and sports amongst the students. d) Some placards related to the motto of WDC will install throughout the campus for awareness amongst the students about WDC. Members of women Development Cell: 1. Dr. Sonali Bhattacharyya, Associate Professor, (Presiding Officer) 2. Dr. Sujata Mukhopadhyay, Associate Professor, (Member) 3. Smt Madhumita Biswas, Chairperson, Beldanga Municipality 4. Sharmi Das, SACT-Member 5. Smt. Almera Khatun, SACT - Member 6. NGO- Member 7. Smt. Gouri Palit. NTS - Member</u></p> <p><u>Involve bodies in Gender Sensitization: 1. IOAC, S. R. Fatepuria College. 2. National Service Scheme, S. R. Fatepuria College. 3. NCC, S. R. Fatepuria College. 4. All Department of our College.</u></p>
<p>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>	<p><u>a) Some placards related to the motto of WDC was installed throughout the campus for awareness amongst the students about WDC. b) On World AIDS day (01.12.2021) a general awareness programme was carried out. c) One Thalassemia detection camp along with awareness programme on thalassemia was carried out on 28.23.2022. d) Seminar on Trafficking in Women and Children was conducted on 30.03.2022. e) For safety and security purpose the institute has restricted entry at the gates with two guards deputed to check the entry of undesirable elements in the institute and also the entire institute is monitored under CCTV camera coverage. f) The institute also has two separate common room for girls and boys. g) The institute has also provided free health checkup once a week by a reputed doctor who is available in this institute for a day generally on every Thursday.</u></p>

<b>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/ power efficient equipment</b>	<b>D. Any 1 of the above</b>
<b>File Description</b>	<b>Documents</b>
Geo tagged Photographs	<b>No File Uploaded</b>
Any other relevant information	<a href="#">View File</a>
<b>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</b>	
<ul style="list-style-type: none"> <li>• <b>Solid waste management:</b> <ol style="list-style-type: none"> <li>1. In order to fulfill the management of solid waste we always use different colour dustbins to collect different wastages like paper, plastic, glass and organic wastes.</li> <li>ii. Promote paperless work to minimize the consumption of papers.</li> <li>iii. Banning plastic within the campus.</li> <li>iv. Organic wastes were dumped into a tank to produce compost.</li> </ol> </li> <li>• <b>Liquid waste management:</b> Liquid wastes produced in our Institution from different Laboratory is not so much in amount and it passes through concealed pipe line into a soak pit through sand bed filter. Toilet waste is diluted with sufficient water and passes to common drainage.</li> <li>• <b>Biomedical waste management:</b> Due to the nature of the courses taught, no biomedical waste material is produced in the institute.</li> <li>• <b>E-waste management:</b> To manage the E-waste the Institution has a scheme through which electronic and computer accessories which are "obsolete" are exchanged with new equipment under buy back scheme. Old computers after repair &amp; up gradation are donated to a school at Beldanga.</li> <li>• <b>Hazardous chemicals and radioactive waste management:</b> Due to the nature of the courses taught, no biomedical waste material is produced in the institute.</li> </ul>	



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>
<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 system in the campus</b>	C. Any 2 of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
<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>  <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>	C. Any 2 of the above
File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	<a href="#">View File</a>
<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</b>	B. Any 3 of the above

**3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
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>

**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 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

C. Any 2 of the above

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	<a href="#">View File</a>

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).

**The Institution makes serious endeavours to nourish an inclusive**

environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. The efforts of the Institution are put to make the environment of the institution inclusive: The teachers while taking classes ensure that the classroom discussions are to the expected level of respectability to all and encourage all the students to participate.

In the Institution the students admitted are coming from different parts of the district of Murshidabad with different castes, creeds and social identities. The senior students under the able direction of the teachers, act as a conduit to make the new incoming batch of students understand and practice full participation of all students without the dominance of any particular group.

The Institution invites great personalities of our society to deliver lectures through the seminars on the importance of tolerance and harmony to sensitize the students about the importance of maintaining the same throughout their life. The Admission policy clearly states that equal opportunity will be given to all candidates as per the government of India guidelines.

The College promotes gender equity in the admission policy, and it pays special attention to admitting female candidates as per the Merit List.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
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

Describe the various activities in the Institution for inculcating values for being responsible citizens as reflected in the Constitution of India within 200 words.

This esteemed Institution, regularly conducts activities to generate awareness drives for employees and students to ingrain values for being responsible citizens. Some of the regularly

conducted activities are activities of Anti Raging Committee, Women Development Cell and Committee for disabled students; Fitness activities, Yoga and games, Tree Plantation, Awareness Programme etc.

Being an academic institute our main focus is on sensitizing our students to become mature and responsible citizens of India. The course curriculum compulsorily includes a course on Governance & Ethics and they have to participate in various social awareness programmes which are also a compulsory course as part of their curriculum.

The students are provided with a platform through the Social Awareness Programme of the NSS units, to make their contribution toward creating a shared value for society. The growing importance attached to ethics and sustainability has now become increasingly pertinent for the students to share the same values. The social awareness programme of NSS is involved in numerous activities towards the grass root problems of the society and the needs of the people, spreading the message of social, ecological and ethical responsibility amongst students.

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

**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 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**

**C. Any 2 of the above**

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

Sewnarayan Rameshwar Fatepuria College regularly celebrates national and international commemorative days, events, and festivals like Republic Day, Independence Day, International Yoga Day etc. In addition, various other activities like Health checkups through NSS, Anemia Test are conducted for the welfare of students. A formal email and announcement are made before conducting these events for mass awareness. In a few cases, small committees are formed in collaboration with faculties, employees and students who can form a team and smoothly manage the activities. Students take an active part in organising the Independence Day and Republic Day celebrations. On both these days, our National Flag is hoisted with full honour and the national anthem is sung

by all the attendees. Besides, students in coordination with faculties and staff conduct various students event.

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

## 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 Practice 1:**

**Title of the Practice: Gender Equity**

**Objectives of the Practice:** The objectives of the College are to provide equity in sharing knowledge equally both in male and female in different fields and to be aware the students on social and educational values of women as well as of men.

**The Context:** The whole world is in threat of gender problem and mankind almost was forgetting the healthy way of life. It encourages the students, teachers, researchers and above all human to be aware regarding and build up a constructive society for happy dwelling place of human.

**Practice: .....**

**Best Practice 2:**

**Title: To bestow safe and secure campus**

**Objectives of the Practice:**

Sewnarayan Rameshwar Fatepuria College takes an initiative to bestow safe and secure campus to connect the students with value education.

**Context:**

Sewnarayan Rameshwar Fatepuria College has its farsightedness that a safe and secure campus builds a student free to take advantage of education and it will turn the students as firm responsible citizen.

**Practice:**

- i. The entire campus is surrounded by high wall.
- ii. There is no disturbance in class.
- iii. Total Campus consists under the surveillance of CCTV.

iv. In day time, Security guards remain in the main gate of Campus and in night, Night guard performs his duty.

v. Senior Teachers supervise the Campus to keep it quiet and silence to make it sustainable for education.

Evidence of Success: .....

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File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 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

Sewnarayan Rameshwar Fatepuria college has his selfness that turns the Institution distinctive and it is Environmental Awareness. To fulfill the purpose the Institution has taken the initiatives which are as follows:

i. Making an Eco-Friendly Club.

ii. Saplings in the College Campus.

iii. Saplings in collaboration with a Trust ( Save Earth by Our Contribution) in Campus

as well as around the surroundings.

iv. Initiativeness to form a Solar cell.

v. Initiative decision of the Institution is that on Friday, all the Teachers and the Student will travel to the Campus through Public Transport.

vi. On Friday no motor operated vehicles will enter in the campus.

vii. Bio-diversity conservation.

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

The College aiming at coming one of the most advanced colleges at West Bengal. For this, inadequacy in the number of classroom will be met by construction of North West Block, renovaten of West Block, extension of South Block and a separate integrated four storied building funded by WBDOMA. The canteen is to be renovated properly. The Open Air Stage is to be utilized property. The football playground will be levelled and watering system with sprinklers will be introduced. Synthetic floor will be organized in the inside playground to make its look as an indoor stadium. The computer laboratory will be re-organised department-wise as the computer literary will lose its significance. A number of PG courses will be opened to serve the local need. At the UG level a number of new subjects will be introduced. Installation of Solar panel on the roof of completed South Block will be given priority. A number of vocational courses will be introduced for increasing employability of the students in collaboration with reliable partner institution. Faculty Exchange Programme, Cultural Exchange Programme, Joint Venture in organizing Games and Sports are to be promoted by signing MoU with appropriate institutions.