Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**NETAJI SATABARSHIKI MAHAVIDYALAYA**
Name of the head of the Institution	**SUDHANATH CHATTOPADHYAY**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03216-236735**
Mobile no.	**9932939965**
Registered Email	**info@nsmashoknagar.ac.in**
Alternate Email	**nsmashoknagar@gmail.com**
Address	**Sahidbag, PO Haripur**
City/Town	**Ashoknagar, North Twenty Four Parganas**
State/UT	**West Bengal**
Pincode	**743223**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Semi-urban**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Milinda Majumdar**
Phone no/Alternate Phone no.	**03323377801**
Mobile no.	**9830135639**
Registered Email	**iqac@nsmashoknagar.ac.in**
Alternate Email	**milinda.majumdar@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.nsmashoknagar.ac.in

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://nsmashoknagar.ac.in/wp-content/uploads/2019/04/Academic-calendar18-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**C**	**1.86**	**2019**	**09-Aug-2019**	**08-Aug-2024**

6. Date of Establishment of IQAC	**22-Dec-2017**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
External Academic & Administrative Audit	**18-Apr-2019** **1**	**70**
World Environment Day	**04-Jun-2019** **2**	**105**

Basic Computer Workshop for NTS	03-Sep-2018 6	20
Internal Academic and Administrative Audit	07-Feb-2019 2	70
Internal Financial Audit	28-Mar-2019 1	70
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Executive Engineer, P.W.D.	MP LADS	Central Government	2018 365	1999342
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9. Whether composition of IQAC as per latest NAAC guidelines:	**No**
Upload latest notification of formation of IQAC	**No Files Uploaded !!!**
10. Number of IQAC meetings held during the year :	**2**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

Introduction of College App for teacher student interaction.

Initialising the process of setting up a Post Graduate Distance Education Centre affiliated to NSOU in the college.

Workshop for introduction of CBCS system

Strengthening of Faculty Exchange Programme

Registration of Alumni Association initiated

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Introduction of Online Competetive Mock Test Portal	It has started functioning during this year
Initialising the process of setting up a Post Graduate Distance Education Centre affiliated to NSOU in the college.	MoU has been signed at the end of the academic year
Introduction of CBCS system and Orientation Programmes for Teachers and Students	Successful transition from annual system to CBCS system
Setting up of a Gymnasium	Promote the culture of building the mind and the body simultaenously
Introduction of a Personalised App for College Students and Teachers	Initial hiccups were present and this needs to be fine tuned further
Green Campus	Plantation of trees and medicinal plants
Social Responsibility	Donating power generated by Solar Panels to WBSEDCL and Use of Weather Station for benefit of Municipality
Transfer of anonymous feedback system to online mode	Better and free suggestions are being given
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Governing Body	31-Jul-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No

16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2020

Date of Submission	02-Mar-2020

17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	1. The Instituion has a fully automated online admission system where even the payment is made online. The students taking admission to 2nd and 3rd years fetch their details online and can pay their fees online as well. 2. Computerized Student database management through a personalised software where entire students data are stored and retrieved from their entry in the college to their exit at the end of third year. 3. Introduction of App through which notices, messages and study materials are delivered directly to the students. it also has a web version to cater to those students who do not possess an android phone. The app will be used further to give attendances to the students and they will be able to monitor their status of attendance from home. Audio and video lectures may be shared in a longer run. 4. A fully automated financial package is operating in the college which has been designed to maintain the accounts as well as to provide receipts for financial transactions. 5. Another package is also in place pertaining to having a progressive database of students results (internal evaluation and university results). 6. Learning Management System is in place to cater to the needs of the students beyond the campus. Through this they can access the study materials at their own convenient time. 7. Process of using barcodes in Central Library books have been initiated from this session.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

At the beginning of each session of the college, the prospectus and academic calendar are published and posted on the website of the college. These contain information about the Internal and University examinations. • The Academic Sub-Committee of the college plans periodical strategies for effective implementation and dissemination of curricular matters. It also decides the norms of evaluation. • Each department holds periodic departmental meetings to sort out issues like class and syllabus allotment, dept. programs etc. • Class

tests, midterm tests, along with group discussions are held regularly in all the departments. • Academic Records are maintained by each department and information is provided to IQAC. • For academically backward students, there is the provision of special as well as tutorial classes. Introduction of cbcs • The College has introduced new technical e-systems like College app to improve the quality of the Teaching- Learning process of this institution from the session 2018-19. • Students are provided with academic materials from the college central library. The college Library has an enriched collection of more than11,000 books. • All faculty members are provided with user id and password to access NLIST site that offers 80409 e-books and 3828 e-journals. The students can also access this through dedicated computers in the library. • The college encourages faculty members to attend Orientation/Refresher courses, workshops and present papers in seminars. • Syllabus of each subject for the academic session is provided to the students. • Theory & Practical classes are held according to the Time-Table which is prepared prior to the commencement of the academic year and is published in students' Notice Board & College website along with personalized App. • Conventional classroom teaching along with Experiential learning and participative learning is empowered with use of ICT to make the teaching-learning process more effective. • To prepare the students for the Professional world, our college has taken important step by introducing online competitive mock exam Portal for the students from 2018-19 academic session. • The college runs a Basic computer course for the students with a nominal charge. • As the college is Wi-Fi enabled all the departments have internet enabled computer facility. • The college organizes extension programs for the benefit of the locals. The social outreach program includes providing study materials and foodstuffs to local backward schools etc. • The college runs NSS unit which has been working since 2014-15 session. The NSS unit organizes programs for the benefit of the students and locals. For example- Thalassemia detection and awareness camp, self defense workshop etc. • The college has a big playground and conducts the annual sports, inter-college sports meets, and physical education classes there. • The College has signed a MOU with Netaji Subhash Open University (DSE) to provide opportunities to local students for having access to higher education (PG) in the disciplines like Bengali, Pol. Science, History, and Education.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		

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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Honours in Bengali	16/07/2018
BA	Honours in Education	16/07/2018
BA	Honours in English	16/07/2018

BA	Honours in History	16/07/2018
BA	Honours in Music	16/07/2018
BA	Honours in Political Science	16/07/2018
BA	Honours in Sanskrit	16/07/2018
BSc	Honours in Geography	16/07/2018
BA	General	16/07/2018
BSc	General	16/07/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Geography	35
BA	Education	12
BA	Bengali	12
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained

From the session 2018-19, the college has introduced the online feedback system to get regular feedback and suggestions from students and teachers. A number of meetings were organized by the IQAC based on feedback received from the stakeholders in 2018-19 session. A detailed plan was prepared to address the major issues. The following report is based on the action taken on the feedback. 1.The CBCS guidelines and the new curriculum that was implemented in 2018-19 session were difficult to comprehend at the beginning. In view of the same the IQAC took the initiative to interact with the college faculty and students. 2.Since many students of the college come from the disadvantaged backgrounds, they don't have adequate information about the modern teaching-

learning methods and methodologies. To address this issue, students were asked to take part in an Orientation programme organized under the supervision of our librarian. 3.To contact with students more easily to make the education process e-centric, College app was introduced in 2018-19 session. 4.The Students' Council wanted specific information on different CBCS modules along with the question patterns in both internal and external exams. The teachers helped them by uploading documents on LMS , College app and whatsapp student groups. 5.Based on the analysis of feedback, parent-teacher meetings were organized in majority of the departments. The parents thus became part of our discussion process in making the Institution better. 6.On student demand the initiative to introduce the Post Graduation course under DSE program has been taken by the College. A MOU has been signed with Netaji Subhas Open University in this regard in disciplines like Bengali, Pol. Science, History and Education. 7.In response to the growing demand for Skill development courses, the college authority has roped in Ascensive Educare Pvt. Ltd. to introduce these courses from the next session.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Honours in Bengali	120	27	11
BA	Honours in Education	25	45	19
BA	Honours in English	70	22	9
BA	Honours in History	70	44	14
BA	Honours in Music	25	20	8
BA	Honours in Political Science	50	25	10
BA	Honours in Sanskrit	25	10	3
BSc	Honours in Geography	70	37	15
BA	General	1758	2050	1020
BSc	General	146	9	3
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses

2018	2554	0	24	0	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
44	40	8	17	1	10

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

STUDENTS' MENTORING SYSTEM AT NETAJI SATABARSHIKI MAHAVIDYALAYA The mentoring system is one of the best practices at our college. We had initiated the mentoring at the departmental level right from the beginning of the college, but for the last five years it has become much more systematic. There is a Mentoring Committee which keeps track of the progress of the mentors with their mentees. Meetings are called at regular intervals and the minutes are noted down. The Concept: The mentoring system is an attempt to fill up the gaps between the institutionalised education system (which is a generalised structure) and a student's personal struggle to cope up with that system. Our mentors try to create a bond and become the go-to person for their mentees. The System: After the students are registered in the first semester (Earlier First year), their names in accordance with their roll numbers get divided into groups and each of the groups is then assigned to a particular teacher of the college. That teacher remains responsible for the overall progress and development of those students for at least five years, i.e. even after they pass the final year examination. The mentor calls the students at regular intervals, and also meets them in person at the college campus, if necessary. The mentor keeps track of the mentee's academic progress, regularity at the college, and personal well-being. In addition, the mentor remains available to the mentee over telephone whenever they need him/her. The mentor keeps a written account of all the interactions with the students and tries to solve their problems by getting in touch with the college authority or, if necessary, with the parents of the mentee. After they pass the final examination and leave the college, the mentor keeps in touch with them and gives advice on higher education and career planning. The Outcome: We have seen good outcomes of this system all along. Some students have become more confident with the examination system and some students, on the verge of dropping out, have found the right sort of counselling for their career. The mentoring system has also improved the percentage of attendance in the classroom perceptibly.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2554	24	106.42

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
28	24	4	0	5

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Manashi Ghosh Dastidar	Lecturer	Judge-All India Radio

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				

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

Reforms in Continuous Internal Evaluation (CIE) System at the Institutional level Response: The end term examination conducted by the university is not always sufficient to encourage the students to be comprehensive and intensive learners. Rather it makes the students syllabus oriented, attached to suggestive learning, dependent on private tuition etc. So, within its limited capacity, the institution has sought to introduce a continuous internal evaluation system. Differentcommitteeshavebeenformedtosuperviseandlookafter the internal examination relatedactivitiesofthecollege.Each committee is headed by a convenor. e.g. (Examination committee -Part I ,Part II, Part III and Academic Sub Committee). Each committee is assigned with the task of conducting different examinations. The reforms introduced in the continuous internal evaluation system include- • Arranging at least one internal evaluation, other than the pre-university examination, preferably, between the monthsof September and December every academic year • Notice for the evaluations is published well in advance on the college notice board and the website. • The Internal Evaluations are arranged in a classroom atmosphere rather than an examination centre atmosphere. • The questions are set in a manner so as to encourage students to write creatively yet being conducive to the questions. • Innovative methods- like dissertation, extempore, theatrical presentation, mock -teaching by students are adopted by different departments to keep the entire process interesting and student-friendly • Evaluations of the examinees are kept strictly time-bound. • Post evaluation, the answer scripts are shown to the students and suggestions relating to improvements are given. • In case of any grievances, the students initially, approach the concerned departments the departments are asked to redress the grievances within a specific and realistic time-limit. • If the department fails to resolve the case, then it is referred to the Grievances Redressal Cell. However, no such case is reported till date that the departments have failed to solve any grievance properly. • With the introduction of the CBCS semester system in the current session (2018-19), the pattern and schedule of the internals have changed. Now it is taken twice a year, following the schedule of the university. additional information : internal evaluation link https://nsmashoknagar.ac.in/wp-content/uploads/2018/12/notice-test-exam.pdf

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

Continuous Internal Evaluations are held strictly following the academic calendar. At the beginning of the session, the Academic sub-committee instructs the concerned teachers on creating the calendar. The period of the internal evaluations is clearly mentioned in the academic calendar which is strictly adhered to except in cases of emergency. The academic calendar is duly displayed on the college website and the notice board, in addition to the prospectus of the college. The academic calendar is made based on the academic

calendar published by the university. At least one internal evaluation, other than the pre-university examination, preferably, in the months between September and December of every academic year is held. The pre-university test examination is held in the month of November every year for the Part III examinees, the month of December for the Part II examinees, and the Month of January for the Part I examinees. The results of these tests are duly notified on the notice board and parents-teacher meetings are held to communicate the academic progress of the students to their guardians. Evaluation of the examinees is kept strictly time-bound. Some departments also take monthly tests for their honours students in all 3 years. However, with the introduction of CBCS from July 2018, the new schedule of internal tests is regulated by the University itself.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://nsmashoknagar.ac.in/wp-content/uploads/2019/04/PO-CO-PSO.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA GEN	BA	General	479	468	97.7
SANA	BA	Honours in Sanskrit	10	8	80
EDCA	BA	Honours in Education	11	11	100
MUCA	BA	Honours in Music	8	8	100
SOCA	BA	Honours in Sociology	1	1	100
GEOA	BSc	Honours in Geography	34	34	100
PLSA	BA	Honours in Political Science	2	1	50
HISA	BA	Honours in History	11	8	72.72
ENGA	BA	Honours in English	13	8	61.53
BNGA	BA	Honours in Bengali	45	45	100
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://nsmashoknagar.ac.in/wp-content/uploads/2020/09/2.7.1-Feedback.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Bengali	2	0
International	Political Science	2	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Music	1
Bengali	1
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/

Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	14	3	9	5
Presented papers	12	1	1	4
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Swachhata Programme	NSS	4	20
NSS Day	NSS	20	60
Thalassemia awareness and Screening Programme	NSS	20	110
Youth Day	NSS	8	25
Fire Safety	NSS	30	80
Dengue Awareness	NSS	10	45
Counselling Programme	NSS	4	7
World Environment Day	NSS	25	80
Special Camp	NSS	6	49
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Social Awareness Programme	Committee for Extension Activity of NSM	Programme on Vidyasagars Jibani	4	15
Pustak Bitarani	Committee for Extension Activity of NSM	Book Distribution	6	80
Swachhata Programme	Committee for Extension Activity of NSM	Swachhata Programme	4	50
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange	Amdanga Jugal Kishor Mahavidyalaya	Depatmental Funds	365
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Data-Q	15/05/2018	Basic Computer Course for students	1112
Netaji Subhas Open University	31/05/2019	Higher Studies (Masters)	10
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3500000	3571179

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Others	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Newly Added
Class rooms	Existing
Campus Area	Existing
Classrooms with Wi-Fi OR LAN	Newly Added
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Partially	KOHA Version: 3.10.00 UBUNTU: 12.04 LTS	2013

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	10642	608220	734	202601	11376	810821
Reference Books	58	112000	0	0	58	112000
e-Books	90000	0	90000	0	180000	0
Journals	7	22950	7	29700	14	52650
e-Journals	6000	5750	6000	5900	12000	11650
Library Automation	1	11000	0	0	1	11000
Others(specify)	0	0	1	8000	1	8000
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module	Date of launching e-

		is developed	content

No Data Entered/Not Applicable !!!

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	92	20	92	7	24	14	8	50	19
Added	1	0	1	0	0	0	1	50	0
Total	93	20	93	7	24	14	9	100	19

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility

No Data Entered/Not Applicable !!!

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
700000	665887	1100000	846850

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipments: Building infrastructure: For a Govt.-aided institution, a constant effort is made to provide dedicated and secure space for equipments and other tools. There is a building committee to look after the maintenance, repair and constructional work related to the building. Construction, repair and maintenance of the main building and physical infrastructure like water, power supply is looked after by this committee. The work is done through tender system as per standard norms. During all maintenance and up gradation work related to civil and electrical sector, the convener of the Maintenance sub-committee verifies the work done by the contractors. All minor faults are attended and repaired by trained technicians. The college has a generator system for uninterrupted power supply. Maintenance of toilets and service areas are done by a permanent staff and contractual workers. Computer IT infrastructure: Stock Register is maintained regularly to keep account of the non-functional equipment and infrastructure, like computers, printers, etc. Maintenance and up gradation is looked after by computer maintenance committee. Annual Maintenance Contracts (AMC) are given to different agencies for computers used in different departments as well as those used as a central facility like the Wide Area Network (WAN), Intercom etc. are

renewed regularly to ensure their good service. Laboratory Equipments/ Machineries: Stock register is maintained by the laboratory for keeping a list of instruments. That also helps to keep account of the non-functional equipments and machineries. Annual Maintenance Contracts (AMC) for different laboratory instruments are given. Furnitures/ related items: There is an assigned staff to look after the maintenance and repair work of furniture and fixtures and other physical infrastructure. He brings to the notice of the authority the requirement of different sections of the institution. The authority then decides on the need based repair of such furniture.

https://nsmashoknagar.ac.in/wp-content/uploads/2020/09/4.4.2-Maintenance-of-facili.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Aid Fund for the EWS	386	87440
Financial Support from Other Sources			
a) National	Various	2477	17377680
b)International	0	0	0
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Mentoring	02/07/2018	2554	Teachers of the College
Personal Counselling	09/07/2018	37	Rexona Confidence Academy, Geometry Global India Pvt. Ltd. And Teachers of the College
Yoga Siksha	28/09/2018	45	Om Shanti Hari Yoga Sevashram
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Competitive Exam Practice	506	506	9	5
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
10	10	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	35	B.A/B.Sc(Hons General)	Various	Various	Various
[View File](#)					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	2
SET	1
Any Other	2
[View File](#)	

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

Activity	Level	Number of Participants
Sports	Institutional	399
Cultural	Institutional	5950
[View File](#)		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Reliance Foundation Youth Sports – RUNNERS UP	National	1	0	4	Kalpana/Sarupa/Rumpa/Ruksana Khatun

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)
Students' Representative (SR) is an indispensible part of Academic and Administrative bodies/committees of the institution such as the Governing Body of the college. One representative each is elected as Class Representative (CR) from the B.A./B.Sc undergraduate programmes. The Students' Representative to the Governing Body is selected as per college norms, out of two class representatives, one each from the Page 62/99 22-05-2019 03:35:51 Self Study Report of NETAJI SATABARSHIKI MAHAVIDYALAYA current batch of B.A. and B.Sc 3rd year Honours students. The students propose the names of the representatives from their respective classes. The students' representative is finally elected by the students in the presence of one Teachers' Representative to the governing body, the IQAC Co-ordinator and the Convener of the Academic Sub-committee.The Students' Representative addresses and represents students' views and grievances, and as a spokesperson, conveys these to the concerned authorities for discussion and amicable resolution.The Students' Representative provides valuable informal feedback regarding curriculum, teaching learning and evaluation process. The students' union representatives make the students aware of various student-centric programmes such as departmental journals and wall magazines. The Students Representative plays an important part in encouraging and motivating students to participate in existing student oriented programmes of the college such as NSS and other gender equity related programmes including selfdefence. The college Sports is an annual and an important event and the Students Representatives have the responsibility to co-ordinate the different sports activities along with the teachers. They also have the responsibility to create environmental awareness among students and to emphasize the importance of maintaining personal health, hygiene and cleanliness among the students.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?
No

5.4.2 – No. of enrolled Alumni:
28

5.4.3 – Alumni contribution during the year (in Rupees) :
10000

5.4.4 – Meetings/activities organized by Alumni Association :
The college had been struggling hard since the last two years to form an alumni association through which it can re-unite the nest from where the students grew and flew off every year. Meanwhile, several meetings are organized with the enthusiastic ex-students. Finally the idea turned into reality when the institution succeeded to form the registered alumni association "Ashoknagar Netaji Satabashiki Mahavidyalaya Praktani"(registration no is S0004362) on 23.07.2019. A committee has been formed with seven former students. The President of this committee, Victor Roychowdhury is a school teacher. The treasurer is Jayeeta Nandi, a housewife. Other members of this committee are Sumita Chakraborty and Nawaj Mondal who are teachers of this college, and the school teachers - Moumita Mitra, Moly Singha and Puja Mandal. Moreover, there are other three former students who are serving this institution as non-teaching staff. Recently the college is utilizing different digital media platforms to be in touch with them. There is a facebook page in social media

and a WhatsApp group in which 28 former students are active members till now. The teachers of this college are very proud that so many of their students are established in their professional life. Some of them are working in various government and non- government fields. A few of them are serving the nation as social workers and political leaders as well. As the responsible members of the family they have extended their helping hand to strengthen the infrastructure of this college. Their gratitude to the college is reflected in their assurance that in future they will always support each and every constructive activity in the college and also provide valuable suggestions for the improvement of it. They have formed a financial fund too to help the needy students of the college. This association forms a bridge between the current students and the former ones and it provides a useful platform for interaction in academic and non-academic matters among students. The association also helps the teachers of college to get the feedback from the locality and other stake holders. The Alumni Association of college periodically organizes different sorts of events and participates in various activities that take place in the college. Thus, the association has given us the chance to renew the cordial relationship between the institution and its former loving students. Meeting Dates 21/07/2018, 28/07/2018, 08/08/2018, 29/09/2018, 16/11/2018, 25/01/2019, 16/02/2019, 22/06/2019 Activities 1. Celebration of '22Se Shraban' – Rabindra Prayan Dibas on 08/08/2018. 2. Yoga Exhibition – Organized by the Department of Physical Education in Collaboration with College Alumni Association on 16/10/2018.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

One case study showing practice of decentralization and participative management in the institution may be found in the Provident Fund Committee of the college. This Committee works in strict compliance with the rules and regulations of the C.S. Branch of the Education Department of the Government of West Bengal. Management of the Fund is vested in the Governing Body of the college. Every whole-time employee is a subscriber to this fund. Though the Principal of the college is the Operator of the fund, one senior Associate/Assistant Professor is appointed as a Convener of the committee. The de-centralization may be witnessed in the constitution of the committee, which consists of 3 substantive teachers and two non-teaching staff to assist the Principal. When a full-time employee applies for Advance/Non-refundable withdrawals from his/her Provident fund account in the prescribed format, the committee meets promptly and after due consideration may sanction the amount. The advance is recovered from the subscriber in 24 equal monthly installments. Transparency is maintained regarding the deposit through regular annual financial audit of the fund. Moreover, the employees are given the statement of the P.F. account from time to time at the end of the financial year. A manual P.F. register is also being maintained along with a computerized account. Secondly, College Development Committee has been formed to look into the development of the college as a whole. Besides teachers and non teaching staff, this committee has current as well as immediate past students in its fold. Moreover, few guardians are also members of this committee who have scattered economic, social and educational background. This committee basically acts as the planning committee by understanding the needs of various sections of people related to the college having different backgrounds. It tries to understand needs of various groups and make note of the problems that have been faced by the students during and after college pertaining to studies as well as services and amenities available in the college.

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

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Though Netaji Satabarshiki Mahavidyalaya is an affiliated college of the West Bengal State University, Barasat, West Bengal, and follows the syllabi prescribed by the University yet it participates in curriculum development in the following ways. •Some Faculty members of our College are part of the UG Board of Studies which formulate the entire curriculum and places before the Executive Council to ratify the same. • Almost all Faculty members are engaged with the University in revision of syllabus through University Departmental workshops. • Faculty members give the University Departments feedback on the curriculum as and when asked.
Teaching and Learning	TEACHING AND LEARNING • Continuous Internal Evaluations are held strictly following the academic calendar. • Post evaluation, the answer scripts are shown to the students and suggestions relating to improvement are given. • Innovative methods- like extempore, projects, quiz competitions by students are adopted by different departments to keep the entire teaching-learning process interesting and student-friendly. • In addition to the conventional chalk-and-talk method, ICT tools are used extensively. The entire campus is free wi-fi enabled and all the rooms can access internet. • The central library regularly adds books and periodicals to its stock. • Computers dedicated for the use of students help in a holistic learning.
Examination and Evaluation	With the onset of CBCS system internal evaluation/assessment plays more significant role than ever before. Students are faced with regular class tests and scope of improvement tests are given to the students for bettering their assessment score. Further, assignments are given online through LMS and APP , which is evaluated by the teachers and further improvement is suggested.

Research and Development	The faculty members of the institution are encouraged to engage in activities that promote research and development. The faculty members regularly attend courses, conferences, workshops, seminars and training programmes. The aim is to foster a research- oriented teaching-learning. The IQAC monitors the activities of the Research committee and gives its suggestion to improve the quality of the Research initiatives. The institutional multi-disciplinary research anthology Different Strokes has also been getting published from the 2015-16 session.
Library, ICT and Physical Infrastructure / Instrumentation	The college has an integrated academic and administrative building. Our administrative section, Principal's room, office, canteen, students' union room etc. are on the ground floor. The faculty members of the college provide academic counseling to students regarding choice of subjects during admission. There are separate common rooms for the female students and male students with indoor playing facilities. The college campus consists of the main building along with huge area for expansion. The present building has seventeen (17) classrooms along with two separate ICT rooms and one seminar room. The seminar room has fixed ICT facility, whereas a few projectors are available to cater to various needs in case of any demand. The Honours departments are given a separate departmental space for student-teacher interaction as well as Tutorial classes. The Geography Department has 12 computers at its disposal along with other necessary instruments in its laboratory. Most departments have a rudimentary seminar library and the central library mainly caters to the needs of the students. The library gives access to several online books and journals. The central library is partially automated by KOHA (Open Source Software). The campus is fully Wi-Fi enabled and under CCTV surveillance.
Human Resource Management	HUMAN RESOURCE MANAGEMENT • The college has a well-structured mentoring system. The mentor keeps track of the mentee's academic progress, regularity and personal well-being. He always remains available to the mentee. There have

	been quite satisfactory outcomes of this system. Students have become more confident with the examination system and some students, on the verge of dropping out, have found the right sort of counselling for their career. • The college had arranged for a training programme of basic computing for its non teaching staff. • There have been several workshops for the teaching staff at the onset of the implementation of the CBCS system.
Industry Interaction / Collaboration	Our institution hasn't yet developed formal linkages with the industrial units in the region but efforts are being made to learn what these units are looking for in terms of qualification and training from our students. In that context, we have been organising interactive sessions with the different agencies to facilitate a greater interaction between the students and the current industrial requirements.
Admission of Students	Admission of students to all the years/semesters are fully done online to maintain transparency. The services of Billdesk is utilized as a payment gateway. For the 1st semester students seeking admission to the college, they need to apply online and a merit list is prepared automatically and displayed on the college website and notice board for all the applicants. Waiting list is also provided at the same time for students to assess their chances of getting admission at a later stage based on vacancy status released from time to time. For other years/semesters they use their roll number and password to retrieve their previously submitted data and pay the requisite fees for enrolling themselves

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

E-governace area	Details
Finance and Accounts	Financial Package is provided by a company which is in vogue from 2016-17. Computerised accounts are maintained and students fees are collected through computer package. Accounts are also prepared through this package.
Student Admission and Support	Admission is fully online and payment is made through the services from Billdesk. There is a helpline during working hours as well as an email id is

	dedicated to receive the problems of the students and resolve them as early as possible. In case it involves some time, it is communicated to them through email. Student data is maintained through a package and the students can reach the teachers and office through the college app 24x7.
Examination	The results of the students are compiled through a package and hence their progress through the years can easily be tracked and analysed over time. Efforts are being made to make it available to the students through the app for their use.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Dipesh Chaudhary	International Conference on ''Vision 2022-The Way Forward Towards Sustainable Development" , Jharkhand Rai University ,Ranchi, India	NA	3000
2019	Manashi Ghosh Dastidar	International Folklore Conference on The Ethnicity and culture of Bangla – Islamic University, Bangladesh	NA	7000
2019	Krishna Mitra	International Folklore Conference on The Ethnicity and culture of Bangla – Islamic University, Bangladesh	NA	7000
2018	Jayanta Rana	National Conference on Critical health Humanities :	NA	3000

Health and Disease in literature and popular Culture , Banaras , Hindu University , India			
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Orientation Programme in use of Personalized Software packages	Orientation Programme in use of Personalized Software packages	11/04/2019	17/04/2019	20	9
2018	Basic Computer Course	Basic Computer Course	03/09/2018	08/09/2018	0	20
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Programme	1	09/07/2018	04/08/2018	27
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
2	2	8

6.4 – Financial Management and Resource Mobilization

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

Whereas it is mandatory for any educational institution to conduct statutory external financial audit, any institution is free to conduct internal financial audit as well. Netaji Shatabarshiki Mahavidyalaya has the practice of conducting financial audits from the 2013-14 session. This is done by procuring the services of a registered chartered audit firm. As late as 2017-18, the agency for financial audit has been changed to maintain transparency as conducting audits with one firm year after year has certain demerits. The college looks into the report given by the agency and discusses it in forums like IQAC, Finance Sub Committee and of course the Governing Body - which happens to be the apex governing agency of the Institution. The suggestions are thoroughly looked into and accepted based on feasibility. A future plan is also made regard to suggestions that are not possible to be incorporated in the very next session. External Audit, which is statutory in nature is performed by a firm appointed by the Education Directorate, Government of West Bengal year after year. This audit is almost up to date with the audit for 2017-18 being complete and the audit for 2018 - 19 being underway and delayed due to the onset of Covid 19. From the very beginning the institution has been praised by the auditing firms for maintaining a proper accounting procedure and there has never been any objection raised. However, observations have been present and we have tried to look into them and address them to the extent feasible in the same way it is done for the recommendations of internal audit.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA

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6.4.3 – Total corpus fund generated

4300000

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Right Brains Technology	Yes	Academic Sub Committee
Administrative	Yes	Right Brains Technology	Yes	Governing Body

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

Formally dysfunctional however informal meetings are held to discuss the progress of the students and their advantages and disadvantages.

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

1.Basic Computer Training 2.Yoga sessions for stress management 3.Training for implementation of the CBCS course pattern

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

NA (accredited in August 2019)

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	
c)ISO certification	
d)NBA or any other quality audit	

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Basic Computer Workshop for NTS	02/07/2018	03/09/2018	08/09/2018	20
2019	Internal Academic and Administrative Audit	02/01/2019	07/02/2019	08/02/2019	70
2019	Internal Financial Audit	04/03/2019	28/03/2019	28/03/2019	70
2019	External Academic Adm inistrative Audit	04/03/2019	18/04/2019	18/04/2019	70
2019	World Environment Day	04/03/2019	04/06/2019	05/06/2019	105
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
An awareness programme on anti-ragging and anti-sexual harassment	12/09/2018	12/09/2018	32	24
Create an awareness through Posters related to anti-ragging and anti-harassment	16/06/2019	20/06/2019	15	25

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Solar panel generated electricity - approximately 10.39 ie. (2920/28108)100 in

	kWh	

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	9
Ramp/Rails	Yes	9
Rest Rooms	Yes	9
Scribes for examination	Yes	9

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	0	01/07/2018	1	Use of Library for the Aged	Reaching out to the aged who cannot come to library and delivering books for them to study and then are collected by the students	24
2018	0	1	25/12/2018	7	Use of College Ground	Cricket coaching camp for poor children in the area	30
2019	0	1	21/04/2019	1	Use of Seminar Hall by Satsang	Spread message of love and brotherhood	83
			View File				

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

Title	Date of publication	Follow up(max 100 words)
NSM - Promoting Human Values and Professional Ethics	01/07/2018	The Code of Conduct both for the students and faculty is duly followed at our institution. The

document is also uploaded on the college website: https://nsmashoknagar.ac.in/wp-content/uploads/2019/03/Code-of-Conduct.pdf The institution also follows the code of Professional Ethics meant for teachers as contained in the UGC Regulations. The document is in public domain and can be accessed via the college website: https://nsmashoknagar.ac.in/wp-content/uploads/2019/03/professional-ode-of-ethics.pdf Our institution remains committed to promoting community linked extension activities and programs that contribute to the growth and enrichment of the students and the community.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Several	01/07/2018	30/06/2019	3160

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

Use of Bicycles: Many students and non-teaching staff use bicycle for coming in the college. College provides a separate corner for parking the bicycles used by some of the non-teaching staffs and students.

Promoting Public Transport: Most of the students, teachers and non-teaching staffs avail public transport for commuting to and fro the college giving importance of less emission of harmful gases.

Pedestrian Friendly Roads: The College is surrounded by wide pedestrian pavements all around. Inside the college wide walking track and ramp is available.

Plastic free campus: The College is gearing up to declare itself a Plastic Free Zone and various steps should be used for this purpose.

Paperless office: The office staff have been provided with adequate computers and commendable part of the official records are maintained through soft copies.

Green landscaping with trees and plants: The College has successfully retained a patch of green amidst the concrete landscape around. The college has a well maintained ground surrounded by greeneries all around. A separate corner has been identified in the garden where medicinal plants are grown.

LED light replacement: Earlier installed lights are being replaced by eco-friendly lighting slowly.

> Herbal Gardening: At an enclosed area of the campus, more than 30 herbs and plants with medicinal values are nurtured. Signboards are put up to introduce the plants and their traditional use in Ayurveda to the students.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE: 1 1. Title of the Practice: Blended teaching: Merging ICT techniques with traditional pedagogical method 2. Goal: To prepare our students (who are mostly first-generation learners) for the future with the latest, most user-friendly and convenient technological trends by blending ICT-enabled learning with traditional pedagogical means. E-learning allows higher and more effective participation and greater interaction. At the same time, for students who have been only familiar with the classical or traditional modes of learning, latest technology may be resistant to change and so, a combination of multiple approaches is employed for dissemination of knowledge. 3. The Context: In the present information-oriented society, people need to access knowledge via ICT-enabled medium to keep pace with the latest developments in all walks of life. Various ICT tools, such as e-content in the form of e-books, online journals, digital libraries, emails, multimedia, internet, online interactive learning sites are in used extensively to enhance learning skills, introduce flexibility and options to be customized to cater to all kinds of learners and reach a large cross-section of students. 4. The Practice: Blended learning is the merging of direct learning, where a teacher delivers instruction to a classroom that is merged with self-paced learning where learners read specific texts, attend film/online adaptations of such content, browse the internet and read articles referred to by faculty members. Often, classes take place at the digital classroom where the teacher uses Power Point presentations to let students understand the nitty-gritty of a topic in a structured way. Often, students are provided with downloaded materials and given useful links which they can browse, and learn. The college also has institutional membership with American Center Library where students have unlimited access to internet for their academic enrichment. A very interesting outcome of the practice is that the use of ICT techniques in classrooms breaks the traditional teacher-taught paradigm by making both the teacher and the taught sharers of knowledge, instead of being givers and takers. In a post- modern world where hierarchies are repositioned and re-validated, the students who come from marginalized sections of society, including girl-students, become empowered and adept in using new technology very quickly and classroom discussions become more interactive. Besides enhancing technological skills, blended learning also promotes independent rational thought and improves communication skills and team-spirit. 5. Evidence of success: With television and mobile technology infiltrating every household in the country, students who are exposed to blended learning in the college become more empowered in IT skills which help them substantially in the job market that is mostly IT-driven. As teachers in later life, our students also successfully inspire their students in modern pedagogical techniques. 6. Problems encountered and resources required: Since students hail from marginalized and economically-deprived sections, they are often hesitant and resistant to use the modern gadgets themselves. The ICT equipments are also steeply priced and need constant maintenance and upkeep by experts. BEST PRACTICE: 2 1. Title of the Practice: Health Check-up camps and awareness Programmes 2. Target: In an effort to raise awareness among the students about health and hygiene and about deadly diseases such as cancer, AIDS and Thalassaemia (Councelling and testing), health camps and health awareness programmes are regularly conducted by the college. It aims at providing primary health-related advice to students, and through them to reach out to the community at large. 3. The Context: The College organizes health awareness programmes and health check-ups for students at regular intervals, in

association with the Students Health Home and a semi-hospital managed by the local municipality with which we have a tie-up for such purposes. Many of the students are not aware of the health related issues, and hence, they and their families suffer from various diseases, keeping them away from college. Moreover, these problems are increasing due to changing life style of the current generation. It is important to create awareness among the students so that they take good care of their health. Not only physical health, but mental health of students is also a major cause of concern for all in the present age, and students are sensitized about stress-related issues both within and outside the classrooms by teachers. 4. The Practice: The College is in the process of establishing the exact frame-work for such practices. For General and mental health check-ups the Students' Health Home is of immense help while MatriSadan, a local hospital, managed by the local municipality, is always approached in times of need. 5. Evidence of success: There are evidences that all these camps and awareness programmes have contributed to some general and mental health improvements among the students. Dropout rates are decreasing which may also be a result of this. We can also hope that a better awareness in a student would facilitate his or her family and their surroundings. 6. Problems encountered and resources required: As for now, there is no permanent medical facility at the campus. We are planning to get a structured system for regular health counseling of our students, which would require some funds.

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

https://nsmashoknagar.ac.in/wp-content/uploads/2020/09/7.2.1-Best-Practice.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

As an affiliated college, Netaji Satabarshiki Mahavidyalaya is functioning within the curriculum set by WBSU and at the same time making an effort to introduce new UG programmes as well as soft-skill courses. However, this is not very unique if we contextualize the situation in relation to any other UG college of the region. In the last two decades what our institution has achieved can't be put down to mere data or the decent success rate at University level exams. We performed on those counts too but still we don't consider our students' academic and extra-curricular efforts are at the center of our distinct identity. As an approach to the 12th Plan, an educational institution can create opportunities for its students. This model has been beneficial to the middle classes for all these years and the target now is to bring the financially weak minorities, SC/ST and OBC students into the support structure of an institution. Our college has been pushing this inclusive agenda by supporting the financially weaker first generation learners so that they can survive in the competitive job-market. Because of its geographical location and better connectivity, our college attracts a large number of students from the minority community and other backward classes. These students prefer a college in the local vicinity and at our end we have ensured that the college has infrastructural and academic support system to cater to their need. Netaji Satabarshiki Mahavidyalaya has attempted to take students' support system beyond the whims or the innate goodness of the teachers and other staff and instead tried to make them accountable and focused on creating better infrastructural and teaching-learning resources. Within the time-span of a few hours on every working day, a student is literally taught the knowhow of accessing e-learning resources. A total number of 51 computers are meant only for students despite receiving almost no govt. fund on this account. Our students can access the free Wi-Fi at the campus to add to the available learning resources. The positive growth model at the college is in favour of

all our students but it's especially beneficial to the disadvantaged sections of our students Our college is not a recognized minority institution but by focusing on these disadvantaged students and their different needs, we are contributing the national agenda of realizing the fullest human potential in a systematic and equitable manner.

Provide the weblink of the institution
http://www.nsmashoknagar.ac.in

8.Future Plans of Actions for Next Academic Year

With the process of NAAC underway in 2018-19 and actual visit of the Peer Team in July 2019 the Institution has reached the initial level of growth. NAAC has helped us to understand our strengths and weaknesses more than ever before. The year 2019-20 shall mark a new phase of advancement of the college as we are now ready to fortify our strengths and work on our weaknesses at the same time. The College is working on the objective of impressing upon the Government for creation of both Teaching and Non-Teaching posts as well as the Governing Body for recruitment of Guest Teachers and Casual Staff for imparting quality education and service to the students in particular and society in general. On the student front, the NSM College App which was just taking shape since the beginning of the year on a trial basis would be used further to reach out to the students and allow interaction between teachers and students 24X7. They would be able to view study materials, notices , their status of attendances and even put questions to the teacher. We also intend to have a web version of the App. The college is undergoing the process of establishing a gymnasium which should be completed within the next few months. Once it is ready it would cater to the poor and needy to build a healthy lifestyle and maintain their physique. The college has plans to cater the service to the locality and allow enrolled people to avail the services before and after the college hours. There are also plans to convene a few seminars out of college funds. The teachers would also be encouraged to engage themselves in research related activities. The administration is keen to provide an even more eco friendly environment in the college by using renewable sources of energy and planting of more greenery. With the Alumni Association almost registered the institution plans to induct the students of previous years into the system so that they can guide the students. As Industry linkage has not yet been established, Industry experts/representatives would be invited to be members of the IQAC and College Development Committee. Their guidance and their inputs would be welcomed and implemented in specific cases. Seminars, workshops and talks with experts from industry as resource persons would be made part of the institutional calendar which would help the students to be aware about the demands of the industry.