

The Annual Quality Assurance Report (AQAR) of the IQAC

(For Affiliated/Constituent Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, July 1, 2017 to June 30, 2018)*

AQAR for 2015-2016

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution : EGRA SARADA-SHASHI BHUSAN COLLEGE

- Name of the Head of the institution : DR. DIPAK KUMAR TAMILI.
- Designation : Principal.
- Does the institution function from own campus: Yes.
- Phone no./Alternate phone no.: Land No. - 03220-244073, 03220-245867
- Mobile no. : (Principal) 9434014248, 9734673568
- Registered e-mail: info@egrassbcollege.ac.in
- Alternate e-mail : tamilidk@gmail.com
- Address : At – Egra, P.O. – EGRA
- City/Town : EGRA
- State/UT : WEST BENGAL.
- Pin Code : 721429.

2. Institutional status:

- Affiliated / Constituent : **Affiliated.**
- Type of Institution : Co-education/Men/Women : **Co-education.**
- Location : Rural / Semi-urban / Urban: **Rural.**
- Financial Status: **State**
- Name of the Affiliating University: Vidyasagar University
- Name of the IQAC Co-ordinator : Prof. Bimal Narayan Nanda
- Phone no. : Nil

Alternate phone no. : **03220244073.**

- Mobile: 9434654555

- IQAC e-mail address: iqacegrassbcollege@gmail.com
- Alternate Email address: NIL.

3. Website address: www.egrassbcollege.ac.in

Web-link of the AQAR: (Previous Academic Year): <http://egrassbcollege.ac.in/notice-category/aqar/>

4. Whether Academic Calendar prepared during the year?

Yes/No....., if yes, whether it is uploaded in the Institutional website: Yes

Weblink: <http://egrassbcollege.ac.in/wp-content/uploads/2019/11/ACADEMIC-CALENDER-2015-2016.pdf>

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	B	2.06	2008	from:2008 to: 2013
2 nd	B	2.32	2015	from:2015 to: 2020
3 rd				from: to:
4 th				from: to:
5 th				from: to:

6. Date of Establishment of IQAC: DD/MM/YYYY: 23.02.2009

7. Internal Quality Assurance System

7.1 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
1.Purchase of research books and journals (2408+44)	Sep.-Oct.,2015	697
2. CAS promotion of Teaching Staff	20.07.2015 - 20.07.2015	04
3. Installation of <u>E-Pradan Portal</u>	01.04.2015 – 30.06.2016	59
4. Blood group testing camp through NSS	27.12.2015 – 27.12.2015	146
5. Seminars attended / papers presented	2015-2016	22 / 19

Note: Some Quality Assurance initiatives of the institution are:

(Indicative list)

- Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements
- Academic Administrative Audit (AAA) conducted and its follow up action
- Participation in NIRF
- ISO Certification
- NBA etc.
- Any other Quality Audit

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
Egra S. S. B. College	RUSA Grant	State Govt.	2015-2016	10000000.00
Egra S. S. B. College	Building Grant	State Govt.	2015-2016	1500331.00
Egra S. S. B. College	Equipment	DST	2015-2016	300000.00
Egra S. S. B. College	Furniture	State Govt.	2015-2016	400000.00
Egra S. S. B. College	Administrative Build. Grant	State Govt.	2015-2016	4000000.00
Egra S. S. B. College	MP Grant	Local Bodies	2015-2016	200000.00
Egra S. S. B. College	MRP	DST	2015-2016	300000.00
Egra S. S. B. College	MRP	UGC	2015-2016	136000.00

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: Yes

*upload latest notification of formation of IQAC : <http://egrassbcollege.ac.in/about-us/iqac/our-team/>

10. No. of IQAC meetings held during the year: 04

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website : <http://egrassbcollege.ac.in/notice-category/meeting-reso/>

Yes/No : Yes

(Please upload, minutes of meetings and action taken report)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? Yes No No

If yes, mention the amount:

Year: NA

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

- * Holding programmes for Environment Awareness through NSS Units.
- * Initiatives for CAS promotion of the teaching staff whose promotions were lying due.
- * Motivating the Dept. for publish Wall Magazine / Print Magazine.
- * Convincing the college authority to extend financial assistance to the Dept. for under difficult activities like publication of magazines / edited volumes / Seminar proceedings etc.
- * Initiatives for more enrollments of Girl-students under State Govt., Kanyashree Prakalpa (Financial Aid Scheme to unmarried girl-students).

13. 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

Plan of Action	Achievements/Outcomes
i) To expedite the process of CAS promotion of 04 Assistant Professors.	i) CAS promotion of the Assistant Professors whose promotion lying due is done on 20.07.2015.
ii) Purchase of Research Books and Journals in the Library.	ii) 2408 Books related to research and 44 journals (renewal) are purchased during the year.
iii) To promote an environment of games and sports within the campus.	iii) Outdoor Stadium construction begins with the decision of the G.B. dated 12.04.2016.
iv) To encourage faculties to attend seminars and present papers.	iv) Faculties attend 22 seminars and present 19 papers in this Academic Year.
v) To expedite online activities in the college and to create an environment in this regard.	v) A good nos. of computers and internet connections are set up in the college during the year.

14. Whether the AQAR was placed before statutory body? Yes /No: Yes

Name of the Statutory body: Governing Body Date of meeting(s): 09.11.2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

Yes/No: No

Date:

16. Whether institutional data submitted to AISHE: Yes/No: Yes

Year: 2014-2015	Date of Submission: 14.07.2015
Year: 2015-2016	Date of Submission: 11.02.2016
Year: 2016-2017	Date of Submission: 25.03.2017
Year: 2017-2018	Date of Submission: 02.03.2018
Year: 2018-2019	Date of Submission: 19.02.2019

17. Does the Institution have Management Information System?

Yes Yes No

If yes, give a brief description and a list of modules currently operational.

(Maximum 500 words)

Admission is done online. Application forms for admission are uploaded on the website. Selection of candidates is done respectively in merit panel by the Deptts. Admissions in reserved categories are maintained as per Govt. rules. Separate lists and Merit Panels for all categories with intake capacity are prepared and walled up as well as uploaded online for communicating admission procedures of the college to all stake holders. Data required by the University regarding admission and other types of AAA are duly sent to the University. Students' information are also available on the college websites. All relevant information regarding college, notices and announcements are uploaded on the website. Important notices, instructions directives from State Govt., UGC and MHRD etc. are downloaded and duly communicated to the competent stakeholders. All fees are paid by the students and printed chalans are provided to them. Staff salary notification from Banks is done online. All types of MIS-transaction from the college to the Banks are done online. All tenders related to various works of the College are notified as well as sanctioned online by the college. Ledger records are maintained electronically through Admission Software.

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

Revision and Up-gradation of the UG and PG syllabi under V.U. are done time to time as and when the University deems it required. The draft syllabi of all the subjects taught at UG and PG levels are supplied to the constituent colleges and PG departments for consideration. Later workshops are arranged at the University level and our teacher-colleagues participate in such workshops to finalize the syllabi by recommending necessary changes/modifications in the draft syllabi. Once the syllabi are finalized and circulated to the UG and PG departments of the Colleges, the departments divide the syllabus content among the teaching staff of the departments in a well-balanced manner depending upon experience, availability, paper specialization of the teaching staff of the respective departments. At the beginning of each academic session, syllabi are distributed among the teachers of the Deptts. A well balanced class-routine is prepared with adequate thrust on Hons. / Core papers. Besides traditional lectures and seminars, facilities of ICT-based classroom teaching is provided by various departments of the college. To complete the syllabi in time, UGC-guidelines regarding workload is strictly followed. Not only that, additional classes for individual teachers are allotted in the routine only with the sole intention to complete the syllabi in time. Audio-visual aids, power point presentations are available at the college to make the teaching-learning process more attractive and interesting to the students. To make the syllabi a little more grabbing to the learners, field tours / field projects are included into the syllabi of a good number of subjects. Some departments, though field projects are not a part of their syllabi, often undertake such programmes like educational excursions to make their studies enjoyable to them quite in a different way. Internal Assessment is taken timely and properly to evaluate the progress of the syllabi among the students. Seminars on topics related to the syllabi are organized which include resource persons from various higher education institutions to explain with clarity the portions of the syllabi appearing obscured to the learners. Interactive sessions of such seminars or workshops come to immense help to the learners to make the process of knowledge-capture very enjoyable.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
NIL	NA	NA	NA	NA

1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
NIL	NA	NA	NA

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	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
Nil	NA	NA	NA	NA	NA

Already adopted (mention the year) : 2013-2014

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

Certificate	Diploma Courses
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No of Students	NIL	NIL		
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		
NIL	NA	NA		
1.3.2 Field Projects / Internships under taken during the year				
Project/Programme Title		No. of students enrolled for Field Projects / Internships		
Zoology		50 (Zoology)		
Analysis of Soil profile near Tajpur Village and Socio economic study of adjacent village		42 (Geography)		
1.4 Feedback System				
1.4.1 Whether structured feedback received from all the stakeholders.				
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	No	No	No	Yes
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)				
Every year IQAC and the authority of the college suggest that all the Deptts. should collect feedback from their students as well as from the parents. Prescribed feedback forms are attached to the prospectus of the college published annually and distributed among the newly admitted students of the college. Besides printed feedback forms are supplied by IQAC to the Deptts. as and when they intend to collect those from IQAC. After the feedback forms are collected from the students and their parents through them, the teachers of the each Deptt. prepare the report / results of such feedbacks on individual teachers and on the institution as a whole. They collate, analyze and tabulate the results of those. Generally the Deptts. then hold meetings and place the reports of the feedback in the meetings. They discuss the weak points as well as the strong points of the Deptt. Individual teachers rectify their defects (if any) noted by the students. The suggestions for betterment of the Deptt. or the college are studied and analyzed properly. The major suggestions are communicated to the college authority to take necessary steps to improve the conditions of the Deptts. as suggested the students or parents. The college authority also motivates the staff (teachers and non-teaching staff) to improve the areas where growth is needed.				

CRITERION II -TEACHING-LEARNING AND EVALUATION			
2.1 Student Enrolment and Profile			
2.1. 1 Demand Ratio during the year			
Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
B.A. (Hons.)	451	1201	453
B.A. (Genl.)	450 in each section	1723	1202
B.Sc. (Hons.)	181	456	191
B.Sc. (Genl.)	100 in each subjects.	342	121
B.Com. (Hons.)	70	86	62
B.Com. (Genl.)	100	40	20
Post Graduate in Bengali	40	72	45

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 full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2015-16	2049	45	14	05	05
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 (<i>LMS, e-Resources</i>)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
15	15	02, Projector, Digital Board.	05	Nil	02, PPT, E-Journal
2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)					
There is a very effective tutorial system in the college. The teachers of each department generally act as academic mentors. Apart from the routinized classes of the college, the teachers of each department are always available in the department. As and when the students feel any need to solve out their academic problems, they can easily approach their departmental teachers quite at ease. The teachers also extend personal help to their students in the college. Besides most of the Dept. organize meet-the-students programme in which not only the students' suggestions are sought for, they are assisted and consulted adequately in solving out their personal as well as academic problems. In consequence the students, i.e. the mentees get active support and guidance from the teachers-cum-mentors to go forward with their courses of studies.					
Number of students enrolled in the institution		Number of fulltime teachers		Mentor: Mentee Ratio	
2049 (UG)		14		146 : 1	
45 (PG)		05		9 : 1	

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	14 + 1	13	Nil	05

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

<i>Year of award</i>	<i>Name of full time teachers receiving awards from state level, national level, international level</i>	<i>Designation</i>	<i>Name of the award, fellowship, received from Government or recognized bodies</i>
2015	Nil	Nil	Nil

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				
Program me 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
UG	HONOURS	PART-III, 2016	19.04.2016	16.06.2016
UG	GENERAL	PART-III, 2016	26.05.2016	07.09.2016
PG	BNGPG	2015	10.06.2015	04.08.2015

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)				
<p>A continuous Internal Evaluation (CIE) prevails upon at the College as per directives of Vidyasagar University. Each department of the College generally holds two Internal Assessments for each paper under Hons. Course and one internal assessment for each paper under general courses of study. The students are always encouraged to take the internal assessment seriously, since marks scored in such assessment are added to their final result cards issued by the University. Besides departments of science stream undertake project works among their students. Such project works prepare the students to a large extent for their final University Exam. Moreover such works signify the progressive level of academic upliftment of a student in his/her preparation for final annual / year end examination. Field-tours / field-surveys / field-projects are undertaken by some departments including the Dept. of Bengali of the College every year which also evaluate to some extent the prospect of scoring good results in the forthcoming examinations.</p> <p>Print magazines and wall-magazines are published by different departments with articles from the students of respective departments. Such ventures measure up the creative and original thinking power of our students. Besides the University gives scope to the students to apply for re-evaluation of University answer scripts.</p>				
2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)				
<p>Since the college is an affiliated one under Vidyasagar University, it generally follows the academic calendar prepared and printed by the University every year. Yet, individual department prepares the exam. Schedule of internal assessment twice for each paper a year under Hons. course. The Teachers Council of the college prepares it once a year for each paper under General Course. Year end / Final Examination is held as per University Academic Calendar. Besides to promote quality enhancement among the students, when seminars / workshops / special lectures are held in different departments, such schedules are duly prepared and notified much ahead to all the stakeholders of such programmes.</p>				
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)				
http://egrassbcollege.ac.in/results-v-u/				
2.6.2 Pass percentage of students				
Program me Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
UG	HONS. (B.A.)	281	272	96.7
UG	GENL. (B.A.)	855	832	97.3
UG	HONS. (B.SC.)	55	43	78.1
UG	GENL. (B.SC.)	33	33	100
UG	HONS. + GENL. (B.COM.)	28	28	100
PG	M.A., BENGALI	42	42	100
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) : Nil				

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 Academic year
Major projects	3years	WBDST	900000.00	300000.00
Minor Projects	3years	UGC	200000.00	136000.00
Interdisciplinary Projects	--	--	--	--
Industry sponsored Projects	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students Research Projects (other than compulsory by the College)	--	--	--	--
International Projects	--	--	--	--
Any other(Specify)	--	--	--	--
Total			1100000.00	436000.00

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(s)
NIL		NA		NA
3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year				
Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
NIL	NA	NA	NA	NA
3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year				
Incubation Centre		Name		Sponsored by
NIL		NA		NA
Name of the Start-up		Nature of Start-up		Date of commencement
NIL		NA		NA

3.3 Research Publications and Awards		
3.3.1 Incentive to the teachers who receive recognition/awards		
State	National	International
NIL	NIL	Nil
3.3.2 Ph. Ds awarded during the year (<i>applicable for PG College, Research Center</i>)		
Name of the Department	No. of Ph. Ds Awarded	
NIL	NIL	

3.3.3 Research Publications in the Journals notified on UGC website during the year			
	Department	No. of Publication	Average Impact Factor, if any
National	Pol. Science	04	NIL
International	Zoology, Pol. Science & Geography	07	0.454 (Zoology)

3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year	
Department	No. of publication
Physics, Zoology, English, Sanskrit, Pol. Science	29

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
1. Analysis of Physical Properties of Soil Samples in Traditional Agricultural area in Purba Medinipur District, West Bengal	Dipak Bisai, Soumendu Chatterjee, Dipak Kumar Tamili	India – UISET – International Journal of Innovative Science Engineering and Technology	2016	--	--	--
2. Analysis of Crop-Diversification with Spatio Temporal Concept of Paschim Medinipur District, West Bengal	Dipak Bisai, Soumendu Chatterjee, Sanjib Sau, Ratan Samanta, Silpi Saha	International Journal of Innovative Science, Engineering and Technology, ISSN: 2348-7968.p-363-369	2016	--	--	--
3. On the long term variability of temperature trends and changes in surface air temperature in Kolkata Weather Observatory, West Bengal, India	Ansar Khan, Soumendu Chatterjee, Dipak Bisai	Journal of Meteorology Hydrology and Water Management. Research and Operational Application	2015	--	--	--
4. Allelotoxic effect of Parthenium leaf extract on cytomorphological behaviour of Allium cepa and Lens esculenta	M. Pati, D. Das, G. Mahata, M. Das	International Journal of Bio-Assay	2015	--	--	--
5. Observational data fitting to constrain Variable Modified Chaplygin Gas in the background of Harava-Lifshitz	Chayan Ranjit, P. Rudra	International Journal of Theoretical Physics	20163	doi: 10.1007/s10113-015-2701-4	--	--

Gravity						
6.Red-shift parameterizations of dark energy and observational constraint on their parameters: Galilion Gravity as background	P. Rudra, Chayan Ranjit, & S. Kundu	Modern Physics letter A	2015	doi:10.1142/s0217732315501515	--	--
7. Biotransformation of Fatty Acids By Cerebratulus Sp- a Study From the Eastern Coast of India.	S. K. Ghorai, et al.	Elixir Appl. Zoology	2015	Index Copernicus	Zoology, Egra S.S.B College	--
8. Impact of MGNREGA on Tribal Livelihood: A Study of Narayangarh in Paschim Medinipur District	Rudra Prasad Roy	Aspects of Tribal Culture; Vol. 2. ISBN: 978-93-82270-10-2.	2016	--	Edited by Goutam Budhha Sural, Shanti Griga, Tribal Peace & Rconciliation Centre, Durgapur, WB, India	--
9. Empowerment of Women through participation in Mahatma Gandhi National Rural Employment Guarantee Act	Rudra Prasad Roy	Community Development through Participation. ISBN: 978-93-84106-80-5.	2016	--	Edited by Chandan Mandal, Levant Books, Kolkata, India	--
10. Rastrabigyan Dishari	Rudra Prasad Roy & Mrinal Acharya	Rastrabigyan Dishari Part – 1, 1 st Paper	2016	--	Tapati Publishers, Kolkata, India.	--
11. Rastrabigyan Dishari,	Joydev Jana & Rudra Prasad Roy	Rastrabigyan Dishari, Part III, 4 th Paper ISBN: 978-93-85150-80-7.	2016	--	Tapati Publishers, Kolkata, India.	--

3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)
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Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
1.High Temperature XRD of Phase Transitions in Piezoelectric PbNb ₂ O ₆ across its Curie Temperature	U.De, K.R. Sahu, & K.R. Chakraborty	Material Science Research, India	2016	--	--	Dept. Of Physics, Egra S.S.B. College
2. Ferroelectric Materials for High Temperature Piezoelectric Applications	U.De, K. R. Sahu, & A. De	Solid State Phenomena	2015	--	--	Dept. Of Physics, Egra S.S.B. College

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :				
No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	06	09	03	04
Presented papers	03	11	05	--
Resource Persons	--	--	02	02

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 co-ordinated such activities	Number of students participated in such activities
1.Netaji's Birth Day Observation	NSS Unit 1,2,3 & 4	4	97
2.NSS day observation	NSS Unit 1,2,3 & 4	4	97
3.Cleanning programme of Egra Sub- divisional Hospital	NSS Unit 1,2,3 & 4	4	198
4. Creation of Gardens in campus and community	NSS Unit 1,2,3 & 4	4	57
5.Blood Group Testing Camp	NSS Unit 1,2,3 & 4	4	146
6. Cleaning programme in Adopted Villages	NSS Unit 1,2,3 & 4	4	146

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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	No. of Students benefited
Nil	Nil	Nil	Nil

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 coordinated such activities	Number of students participated in such activities
Protection of Women Rights	NSS Unit 1,2,3 & 4	Rally against Women abuse	4	168
Swachh Bharat	NSS Unit 1,2,3 & 4	Swachh Bharat Ahiyan	4	174

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
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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-To)	participant
--	--	--	--	--
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 and Activities	Number of students/teachers participated under MoUs	
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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			
Rs. 6870000.00			Rs.6864246.00			
4.1.2 Details of augmentation in infrastructure facilities during the year						
Facilities			Existing		Newly added	
Campus area			7.00 acre		1.53 acre	
Class rooms			0.37 acre		Nil	
Laboratories			06		Nil	
Seminar Halls			01		Nil	
Classrooms with LCD facilities			04		Nil	
Classrooms with Wi-Fi/ LAN			Nil		Nil	
Seminar halls with ICT facilities			Nil		Nil	
Video Centre			Nil		Nil	
No. of important equipments purchased (≥ 1-0 lakh) during the current year.			11		05	
Value of the equipment purchased during the year (Rs. in Lakhs)			NA		20.27	
Others			Nil		Nil	
4.2 Library as a Learning Resource						
4.2.1 Library is automated {Integrated Library Management System -ILMS }						
Name of the ILMS software		Nature of automation (fully or partially)		Version		Year of automation
Nil		NA		NA		NA
4.2.2 Library Services:						
	Existing		Newly added		Total (Rs.)	
	No.	Value	No.	Value	No.	Value
Text Books	12144	NIL	981	Rs. 387917.00	13125	422865.00 (for newly added books)
Reference Books	18123	NIL	1427		19550	
e-Books	NIL	NIL	NIL	NIL	NIL	NIL
Journals	40	Rs. 35000.00	04	Rs. 47000.00 (Renewal)	44	82000.00
e-Journals	NIL	NIL	NIL	NIL	NIL	NIL
Digital Database	NIL	NIL	NIL	NIL	NIL	NIL
CD & Video	68	NIL	07	NIL	75	NIL
Library automation	NIL	NIL	NIL	NIL	NIL	NIL
Weeding (Hard & Soft)	3350	NIL	NIL	NIL	3350	NIL
Others (specify)	NIL	NIL	NIL	NIL	NIL	NIL

4.3 IT Infrastructure										
4.3.1 Technology Upgradation (overall)										
	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available bandwidth (MGBPS)	Others	
									Laptop	Printer
Existing	27	06	12	01	00	01	07	05	05	10
Added	10	01	07	00	00	03	03	05	02	03
Total	37	07	19	01	00	04	10	10	07	13

4.3.2 Bandwidth available of internet connection in the Institution (Leased line)			
10 MBPS			
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	
Nil		Nil	
4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc			
Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content
Nil	Nil	Nil	Nil

4.4 Maintenance of Campus Infrastructure			
4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year			
Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
Rs. 6350000.00	Rs. 6340039.00	Rs. 14000000.00	Rs. 13496161.00
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)			
http://egrassbcollege.ac.in/academics/meeting-resolution-of-sub-committees/			
<p>Procedure and policies for maintaining and utilizing physical, academic and support facilities are followed as per decision of various sub committees formed by the governing Body of the college e.g. Departmental Sub-committee, Laboratory Sub-Committee, Building Sub-Committee, Library Sub-Committee etc. and that is done prior or post approval of the Finance Sub-Committee and finally approved by the Governing Body of the College.</p>			

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	Concession of tuition fees	511	1,20,128.00
Financial support from other sources			
a) National	Jindal Scholarship	25	95,100.00
b) International	Nil	NA	NA
c) State Level	SC/ST/OBC - Stipend	704	Paid to individual Bank Accounts

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,					
Name of the capability enhancement scheme		Date of implementation	Number of students enrolled	Agencies involved	
Nil		NA	NA	NA	
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 by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
NIL	NIL	NA	NA	NA	NA
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		No. of grievances redressed		Average number of days for grievance redressal	
03		03		1 month and 15 days	
5.2 Student Progression					
5.2.1 Details of campus placement during the year					
On campus			Off Campus		
Name of Organizations Visited	Number of Students	Number of Students	Name of Organizations Visited	Number of Students Participated	Number of Students Placed

	Participated	Placed			
Nil	Nil	NA	NA	NA	NA

5.2.2 Student progression to higher education in percentage during the year - 16.61					
Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2015-2016	57	I. ACNH II. MTMH III. CEMH IV. ZOOH V. GEOH VI. SANH VII. BNGH VIII. BOTH IX. ENGH	I. Commerce II. Mathematics III. Chemistry IV. Zoology V. Geography VI. Sanskrit VII. Bengali VIII. Botany IX. English	EGRA S. S. B. COLLEGE, VIDYASAGAR UNIVERSITY, CONTAI P. K. COLLEGE, BELDA COLLEGE and others	M.A., M.Sc., M.Com.

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	No. of Students selected/qualifying	Registration number/roll number for the exam
NET	02	89015201, 347899
SET	01	0416110 (Pol. Sc.)
SLET	Nil	NA
GATE	Nil	NA
GMAT	Nil	NA
CAT	Nil	NA
GRE	Nil	NA
TOFEL	Nil	NA
Civil Services	Nil	NA
State Government Services	Nil	NA
Any Other	01	Sriram Transport Finance Co. Emp. Code – 92655

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year		
Activity	Level	Participants
Nil	NA	NA

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

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
2015 (Sept.)	Winners, Championship	Inter College	Chess Tournament	Nil	1120338	1) Susmita Das (Winner),

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

The students' Council exists in our college in the name of the Students' Union which is a very strong organ of the college administration. The General Secretary (G.S.) of the Students' Union is a member of the Governing Body of the College which is the Highest Powerful body of college administration. The opinions and the suggestion of the G.S. in the GB meetings are taken care of. The Students' Union also acts as the liaison among the Principal, faculties and the students of the college. The students' grievances are properly communicated to the college administration through the Students' Union.

The G.S. of the Students' Union is a member of IQAC. Therefore the G.S. plays an important role in planning and suggesting steps for the institution's internal quality assurance process. The members of the Students' Union actively participate under the aegis of its general secretary and president in various academic and cultural programmes of the college to make them a grand success.

Apart from the academic and the cultural programmes of the college, the Students' Union organizes different programmes every year. The Students' Union of our college organizes Freshers' Welcome Ceremony and Raksha Bandhan every year in the college with every pomp and grandeur in the month of August / September. The members also observe Teachers' Day on 5th Sept. every year by paying tributes to their teachers. They also organizes Annual Sports of the College every year in the month of Dec. / January with assistance from the Dept. of Physical Education of the college. They also come forward with all kinds of assistance to the students of the college in the process of their admission into the college and during their filling up forms for registration to as well as examinations of the University. During exigencies like flood, storm, spread of diseases like dengue / malaria in the locality, they voluntarily come forward to stand beside the affected people. During normal activities and special camp of N.S.S. Units of the college, the members of the Students' Union extend their helping hands quite gladly and enthusiastically.

The G.S. of the Students' Union is a member of some other subcommittees of the college - Academic Subcommittee, Library Sub-Committee, Admission Sub-Committee etc. In all such bodies the opinions and suggestions of the G.S. are very important, as he / she is the spokesperson of the whole students' community of the college. The G.S. generally voices out the opinions of the students of the college. It is noteworthy that every year the Students' Union awards the meritorious students who score 1st Class marks in University Exams. with valuable books. This venture acts as incentive to other students to perform better in the university Exams. In a word the college administration and the Depts. of the college are dependable on the Students' Union at a large extent to implement their plans and policies within the college.

5.4 Alumni Engagement

5.4.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

About Alumni Association

Egra Sarada Shashi Bhusan College Alumni Association is official alumnus society of Egra Sarada Shashi Bhusan College, Egra, West Bengal. This Association is Govt Registered (Reg No: S/2L39370- 2014-15 under Certificate of Registration of Societies,

West Bengal Act XXVI of 1961) Society and started its journey in 2014.

The purpose of the association is to foster a spirit of loyalty and to promote the general welfare of our organization. Alumni association exist to support the parent organization's goals, and to strengthen the ties between alumni, the community, and the parent organization.

Alumni Association was founded with the vision to maintain a life-long connection between the Institute and its alumni. In collaboration with an extremely dedicated life members and volunteers, the Alumni Association works to connect alumni, support students and build an unforgettable Institute experience through a diversity of events, programming and services.

The college's alumni are its lasting legacy and strongest voice. Finding new ways to build an engaged membership base is an integral task of the Association. Joining Egra Sarada Shashi Bhusan College Alumni Association is one of the easiest ways to reconnect, give back to the Institute, and serve as a springboard for further development and enrichment of its legacy.

History of Association

Egra Sarada Shashi Bhusan College has been carrying on a glorious past, flourishing present and keeps far reaching prospective future in the fields of National movement, Cultural heritage and academic activities.

During 2012 an attempt was made to organize the ex-students and that attempt had been continuing for two or three years. The initiative was mainly taken by Prof. Bimal Narayan Nanda, ex-student of the college, now working as Associate Professor and Head of the Dept. of Political Science of the college; Mr. Uday Sankar Paul, Non-teaching staff of the college; and Mr. Ramkumar Panda, Head Master, Bathuari Adarsha Vidyapith.

A large number of ex-students became life members. Then a new committee comprised President, Vice President, Secretary and an executive committee. In the Annual General Meeting a constitution prepared by Prof Bimal Narayan Nanda, Head of the Dept of Political Science was accepted. It continued its effort to introduce Post-Graduate courses in Egra Sarada Shashi Bhusan College. It realized for the first time the need for a permanent bond with the college authority and made provision for it by electing Principal as the Ex- officio President of the Alumni Association.

Egra Sarada Shashi Bhusan College Alumni Association has at present more than one hundred and eighty life members and more than fifty annual members. The number of involved alumnus is too large to count as huge number of students is leaving the college every year after their graduation. The vibrant presence of the Association is to be felt in its Annual General Meeting, biennial election, presentation or gifts to the alumnus.

5.4.2 No. of ~~registered~~ enrolled Alumni:

156

5.4.3 Alumni contribution during the year (in Rupees) :

Nil

5.4.4 Meetings/activities organized by Alumni Association :

Meetings – 02, Activity – 01

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)

The vision of this institution is to render our college into a centre of quality learning and our mission is to shape our students into smart, responsible and sincere citizens by imparting both material and moral education. We also aim—

- To spread Higher Education amongst the new-generation-students year after year, especially of neighboring rural students.
- Equip and empower students by providing relevant knowledge competence and creativity for their establishment / placement and to face the future challenges especially for our nation.
- To encourage the students to participate in sports and other activities for building good health and moral values.
- To encourage creative works of all types by students and staff of the college and to publish the

<p>outcome of such works those are fundamental in nature.</p> <p>➤ To encourage the students in nation building activities.</p>
<p>6.1.2 Does the institution have a Management Information System (MIS)?</p> <p>Yes/No/Partial : Partial</p>
<p>6.2 Strategy Development and Deployment</p>
<p>6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):</p>
<p>❖ Curriculum Development</p> <p>➤ The College has little scope of framing curriculum as it is done by Vidyasagar University to which it is affiliated.</p> <p>➤ Teachers are encouraged to attend workshops, seminars etc. regularly in order to keep themselves abreast with the upcoming issues and ideas as well as modern dimension of knowledge in the relevant field.</p>
<p>❖ Teaching and Learning</p> <p>➤ Teaching plans & methodologies are maintained and audited internally.</p> <p>➤ Topics and assignments for teaching are allotted as per specialization of teachers.</p> <p>➤ Feedback is taken and analyzed properly as far as possible.</p> <p>➤ Innovative practices in teaching, seminars, are encouraged.</p> <p>➤ Task based learning and problem based learning are some of the techniques that have been introduced.</p> <p>➤ Results of examinations at different stages are analyzed and steps are taken for further improvement.</p>
<p>❖ Examination and Evaluation</p> <p>➤ Entire process of Examination and evaluation of UG courses is guided by the affiliating university. 10% of the total marks is allotted for Internal Assessments which is managed and conducted by the college and the external examination is conducted by the university.</p> <p>➤ For evaluation in PG Courses the University has given partial autonomy to the college from session 2015-2016 and the College Board of Studies looks after the evaluation process. College Board of studies consists of both internal members and university nominee as per guidelines of the university.</p> <p>➤ Regular internal tests for both UG and PG courses as stipulated by the university are conducted.</p> <p>➤ Experimental projects are carried out under the guidance of departmental teachers which are then evaluated by both the department and university appointed external examiners.</p> <p>➤ Scope for review of results is available as per the university guide line.</p>
<p>❖ Research and Development</p> <p>➤ The college creates an academic environment that ignites and fosters students' interest in scientific temper and research culture</p> <p>➤ Various departments of the college have organized departmental seminar/invited lectures to inculcate the research motivation and culture among the staff and students.</p> <p>➤ Space and necessary infrastructural support is provided for research work.</p>
<p>❖ Library, ICT and Physical Infrastructure / Instrumentation</p> <p>➤ 2408 new books have been purchased and the number of books now is 32675. 4 new Journals worth of 47000 have been purchased during this session.</p> <p>➤ Central Library provides reading room and lending services to our members.</p> <p>➤ The library uses various ICT tools photocopier, scanner, and printer etc. to help the students.</p> <p>➤ The library also has internet connection.</p> <p>➤ The college has a library sub-committee for monitoring the activities of the library.</p>

➤ Instruments are purchased on regular basis for modernization and up gradation of laboratory.
❖ Human Resource Management <ul style="list-style-type: none"> ➤ Teaching and Non-teaching Staffs engage themselves in different developmental activities as per their competency in the respective fields. ➤ Students' involvement in academic, cultural & sports activities. ➤ The teachers' council and the non-teaching staff association look after the affairs of the teaching and non-teaching staff respectively. ➤ Ragging free campus. ➤ Instilling fundamental values among young generation students through involvement in NSS. ➤ In order to create a congenial working environment in the college, administration advocates a sense of regularity, punctuality, discipline, high moral values and Cooperation.
❖ Industry Interaction / Collaboration: None
❖ Admission of Students <ul style="list-style-type: none"> ➤ The admission procedure has been conducted through online mode partially. ➤ The admission procedures follow the strictest principles of transparency. Admission of students to various UG and PG courses has been made purely on the basis of merit and the result of the written admission test in case of PG course. ➤ Rules and Regulations for admission as laid down by the affiliating University and State Government (such as category wise reservation, intake capacity, admission fees etc.) have strictly been followed by the College. ➤ Notification for admission to various Courses has been made through College Website as well as through advertisement in different local News-papers. ➤ Short listed students are called for counseling through Website Notification and SMS services. ➤ Prospectus containing various details of information regarding admission and faculty members, fee structure, scholarship etc. is provided to the students at the time of admission.
6.2.2 Implementation of e-governance in areas of operations:
❖ Planning and Development: None
❖ Administration: None
❖ Finance and Accounts <ul style="list-style-type: none"> ➤ Salary are calculated and paid via online platform (E-Pradan)
❖ Student Admission and Support <ul style="list-style-type: none"> ➤ Yes, but only form fill up and publish of merit list.
❖ Examination: None

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
2014	NA	NA	NA	NA
2015	NA	NA	NA	NA

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	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
	NA	NA	NA	NA	NA

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	Date and Duration (from – to)
Nil	Nil	Nil

6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):			
Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
NIL	NIL	NIL	NIL

6.3.5 Welfare schemes for	
Teaching	<ul style="list-style-type: none"> ➤ Staff Credit Co-operative society ➤ Free health check up at regular intervals
Non teaching	<ul style="list-style-type: none"> ➤ Staff Credit Co-operative society ➤ Free health check up at regular intervals
Students	<ul style="list-style-type: none"> ➤ Tuition fee concession to the needy and meritorious students. ➤ Assistance for availing of different types of scholarships. ➤ Hostels for Boys and Girls. ➤ Cheap canteen for the students. ➤ Free health check-up at regular interval.

6.4 Financial Management and Resource Mobilization
6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each) <p>All bills and payment vouchers are checked by the Bursar and then signed by the Accountant and finally goes to Principal for payment order. Internal Audit is done at the time of submission of utilization Certificate against UGC / Govt. Grant. The detail of Income and Expenditure is presented to the Chartered Accountant. Statutory Audit is done regularly. There is a Finance Sub-Committee to look after the entire finance related matters of the college.</p>

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/ Grants received in Rs.	Purpose
State Government	10000000.00	RUSA
State Government	1500331.00	Building
State Government	300000.00	Equipment
State Government	400000.00	Furniture
State Government	4000000.00	Administrative Building
Local Bodies	200000.00	M.P Grant
UGC	136000.00	MRP
DST	300000.00	MRP

6.4.2 Total corpus fund generated: 13236331.00				
6.5 Internal Quality Assurance System				
6.5.1 Whether Academic and Administrative Audit (AAA) has been done? Yes				
Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Vidyasagar University	Yes	Principal
Administrative	Yes	HED-Govt. Of W.B	Yes	Principal
6.5.2 Activities and support from the Parent – Teacher Association (at least three)				
None				
6.5.3 Development programmes for support staff (at least three)				
<ul style="list-style-type: none"> ➤ Periodical and Annual meeting of all support Staff. ➤ Principal regularly meets and appraises the Support Staff. ➤ The support staffs of the Institution are encouraged to attend different staff development programs organized by different Institutions. 				
6.5.4 Post Accreditation initiative(s) (mention at least three)				
<ol style="list-style-type: none"> 1. Measures to prevent the high rate of student dropout are in talk. 2. Steps have been taken to systematize and strengthen the IQAC. 3. Steps have been taken to fill up the vacant posts through College Service Commission and D.P.I, Govt. of West Bengal. 				
6.5.5				
a. Submission of Data for AISHE portal : Yes				
b. Participation in NIRF : No				
c. ISO Certification : No				
d. NBA or any other quality audit : No				

6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to-----)	Number of participants
2015	CAS Promotion of four Assistant Professor	20.07.2015	20.07.2015 – 20.07.2015	04
2015	Introduction of WiFi in the College Campus	15.02.2015	15.02.2015 – till date	107
2015-16	Blood Group Testing Camp through NSS Camp	27.12.2015	27.12.2015 - 27.12.2015	146
2015	Online payment of salary to staff through COSA	08.09.2014	08.09.2014 – 31.03.2015	61

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 TO)	PARTICIPANTS	
		FEMALE	MALE
1. Seminar on Protection of Women Rights	08.03.2016 – 08.03.2016	92	76

7.1.2 ENVIRONMENTAL CONSCIOUSNESS AND SUSTAINABILITY/ALTERNATE ENERGY INITIATIVES SUCH AS: PERCENTAGE OF POWER REQUIREMENT OF THE COLLEGE MET BY THE RENEWABLE ENERGY SOURCES		
NIL		
7.1.3 DIFFERENTLY ABLED (DIVYANGIAN) FRIENDLINESS		
ITEMS FACILITIES	YES/NO	NO.OF BENEFICIARIES
PHYSICAL FACILITIES	NIL	NA
PROVISION FOR LIFT	NIL	NA
RAMP/RAILS	YES	NIL
BRAILE SOFTWARE/FACILITIES	NOT APPLICABLE	NA
REST ROOMS	YES	NIL
SCRIBES FOR EXAMINATION	YES	NIL
SPECIAL SKILL DEVELOPMENT FOR DIFFERENTLY ABLED STUDENTS	NIL	NIL

ANY OTHER SIMILAR FACILITY	NIL	NIL

7.1.4 INCLUSION AND SITUATEDNESS						
ENLIST MOST IMPORTANT INITIATIVES TAKEN TO ADDRESS LOCATIONAL ADVANTAGES AND DISADVANTAGES DURING THE YEAR						
YEAR	NUMBER OF INITIATIVES TO ADDRESS LOCATIONAL ADVANTAGES AND DISADVANTAGES	NUMBER OF INITIATIVES TAKEN TO ENGAGE WITH AND CONTRIBUTE TO LOCAL COMMUNITY	DATE AND DURATION OF THE INITIATIVE	NAME OF THE INITIATIVE	ISSUES ADDRESSED	NUMBER OF PARTICIPATING STUDENTS AND STAFF
2015-2016	2	2	15.12.2015	1.Nursery technique practice by dept.of Botany.	Mukundapur Nursary, contai	Students-25 Staff-2
			21.12.2015	2.Field visit for Herbarium preparation & conservation by dept. of Botany.	Botanical Garden at Shibpore, Howrah	Students-25 Staff-2

7.1.5 HUMAN VALUES AND PROFESSIONAL ETHICS		
CODE OF CONDUCT (HANDBOOKS) FOR VARIOUS STAKEHOLDERS		
TITLE	DATE OF PUBLICATION	FOLLOW UP (100 WORDS EACH)
1. Code of Conduct regarding College Library	01.07.2015 College Prospectus	1. Every student must have a library card which will be issued at the beginning of the session. 2. Library card must be deposited at the time of borrowing books and return at the time of returning the books. 3. Students should clear all library dues before final exam. 4. Without library clearance mark sheet of the final exam will not be issued. 5. No books can be retained for more than 15 days. 6. After 15 days a book may be re-issued. 7. Silence is to be maintained in the library. 8. Library books and journals should be taken carefully.

		<p>9. Books must be verified at the time of receiving.</p> <p>10. After 5 years of admission a student cannot claim for the caution money.</p>
2. Code of conduct regarding concession in tuition fees	01.07.2015	<p>1. As per Govt. rules the college extends concession in tuition fees to the poor and meritorious students who apply for it.</p> <p>2. From E.S.S.B.C welfare fund the financially weak but meritorious students are supplied with financial assistance and library facilities as and when necessity arises.</p> <p>3. There is a sub –committee to look into this affair.</p>
3.Code of conducts regarding to Attendance Rules	01.07.2015	<p>1. The college strictly abides by the rules of the V.U. regarding students' attendance of classes.</p> <p>2. Only the students having secured 75% or above 75% classes held in each subject are generally allowed to appear at the final exams.</p> <p>3. The college always takes serious note of a students' absence from any exam without supportable reasons.</p>
4.Code of conducts regarding to College Hostel and Canteen	01.07.2015	<p>1. Each students is to pay the amounts as admission change M.A. - Rs. 5000/, 1st year - Rs. 3850/, 2nd year - Rs. 3850/, 3rd year - Rs. 3850/.</p> <p>2. The seat rent is Rs. 150.00 per month per seat with additional electricity change of Rs. 150.00 is payable for each boarder.</p> <p>3. Minimum 1 months, changes are changeable from each boarder.</p> <p>4. Quality food for lunch and Tiffin for both the students and staffs in college canteen is supplied properly.</p> <p>5. A committee has been formed to look in to this affair.</p>
5.Code of conducts regarding to the Resolution of Finance Sub-committee	01.07.2015	<p>1. All kinds of bills and vouchers should be deposited to account section on every Tuesday and Friday.</p> <p>2. All payments are done through bank cheque after verification.</p>

7.1.6 ACTIVITIES CONDUCTED FOR PROMOTION OF UNIVERSAL VALUES AND ETHICS		
ACTIVITY	DURATION (FROM-----TO-----)	NUMBER OF PARTICIPANTS
NIL	NA	NA

7.1.7 INITIATIVES TAKEN BY THE INSTITUTION TO MAKE THE CAMPUS ECO-FRIENDLY (AT LEAST 5)
1. The Egra S.S.B College are taken initiative by the department of zoology to make the campus eco-friendly by Vermin-compost project.
2. The Egra S.S.B College are taken initiative by the N.S.S department to make the campus eco-friendly by Tree Plantation programme.
3. SWACHH BHARAT AVIYAN by NSS unit.
4. Cleaning Programme in adopted villages by NSS Units.
5. Creation of Garden-in-campus and community.

7.2 BEST PRACTICES	
DESCRIBE AT LEAST TWO INSTITUTIONAL BEST PRACTICES	
1. Title Of the Practice:	Learning Through Group Discussion.
	<p>Group discussion is one of the most fruitful method that encourages the learners to think about issues and problems in different ways. It creates a scope for the learners to exchange their own experiences with other learners. It provides the opportunity for sharing of ideas and concerns among the learners. I enhances learning in both the effective and cognitive domains. It is a practice most commonly accepted by different management institutions for grooming their students. It is the context to introduce such a practice in the teaching-learning process both as experimental and innovative process. In the practice departmental teachers make student groups by mixing students of different merits. Students are informed well ahead about the topics of discussion. There are some rules for group discussion in different departments such as scheduled time for answering question, every student's participation for at least once in the discussion. The discussion begins in presence of teachers. In our college there are several technological opportunities (such as LCD projectors, Interactive white boards, etc) which a student can take up during the discussion process.</p> <p>The objectives of this practice are:</p> <ol style="list-style-type: none"> 1.To understand through exchange of ideas. 2.To develop new ideas through open thinking. 3.To collect ideas through discussion. 4.To authenticate ideas through sharing with each other.
2. Title Of the Practice:	Women's Cell Activities.
	<p>As recommended by the NAAC peer team the college took initiative to from a women cell as per Visakha Guidelines in the year 2008.The lady teachers of the college supported by others staff and students and encouraged by the college authority formed women's cell of the college named MAITRAYEE with view to uplift Gender Sensitization Programme so that the girl –students and lady teachers and staff of the college could not be harassed on gender ground in any way and also to raise protest against violence</p>

	<p>upon women at National and International level. The objectives of this practice are:</p> <ol style="list-style-type: none"> 1. To facilitate a gender sensitive and congenial environment at the institution is the prime object of the cell. So that women could not be subjected to gender specific discrimination and harassment. 2. Besides, to look after the overall development and one to one counseling of women staff of the college was also the other objectives of the cell.
<p>UPLOAD DETAILS OF TWO BEST PRACTICES SUCCESSFULLY IMPLEMENTED BY THE INSTITUTION AS PER NAAC FORMAT IN YOUR INSTUTION WEBSITE,PROVIDE THE LINK :</p> <p>http://egrassbcollege.ac.in/about-us/iqac/best-practices-of-the-institution/</p>	
<p>7.3 INSTITUTIONAL DISTINCTIVENESS</p> <p>PROVIDE THE DETAILS OF THE PERFORMANCE OF THE INSTITUTION IN AREA DISTINCTIVE TO ITS VISION,PRIORITY AND THRUST PROVIDE THE WEBLINK OF THE INSTITUTION IN NOT MORE THAN 500 WORDS :</p>	
1.Gardening:	<p>The N.S.S units of Egra S.S.B College arranged gardening programme on the Month of September,2014. Gardening is the practice of growing and cultivation of different types of flowering plants. Gardening ranges in scale from orchards to long boulevard plantings eith one or more different types of shrubs, and trees, and herbaceous plants. Garden is situated in front of college campus in which different types of seasonal flowers, bonsai, cactus are also grown. The Gardening is a way of making meaning out of our lives. Being in the garden and feeling a profound connection to the land affords us the opportunity to focus on beauty and inspires us to experience feelings of awe, gratitude and abundance. Campus gardens provide an outlet for their broader environmental concern.Some important plants which are planting in garden in these year are <i>Adhatoda sp</i>,<i>Agave sp</i>,<i>Allamanda sp</i>,<i>Aloe vera</i>,<i>Alostonia sp</i>,<i>Anthocephalus sp</i>,<i>Bauhinia acuminata</i>,<i>Wedelia sp</i>,<i>Thuja orientalis</i>,<i>Tectona grandis</i>,and <i>Chrysanthemum sp</i>,<i>Tagetes sp</i>,<i>Rosa sp</i>,<i>Dahlia</i> ,cosmos,etc.</p>
<p>http://egrassbcollege.ac.in/about-us/iqac/institutional-distinctiveness/</p>	

8. Future Plans of action for next academic year (500 words)

- 1) To increase and upgrade the use of ICT in teaching learning process.
- 2) To create more space for students.
- 3) To organize some community development programmes through NSS.
- 4) To extend better canteen facilities to this students of the College.
- 5) To organize seminars and workshops to increase knowledge-base for both faculties and students of the college.
- 6) To solve out the grievances of students through providing speedy redressal.
- 7) To purchase more research related books and journals in the library.
- 8) To encourage the faculties to be engaged in research works.
- 9) To encourage the faculties to participate in OP and RC.
- 10) To promote and environment of Games & Sports within the campus.
- 11) To expedite the process of CAS promotions of the teachers and that of the promotional benefits of the Non-teaching staff.
- 12) To expedite online activities in the college and to create an environment in this regard.

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Abbreviations:

CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution

For Communication with NAAC

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