YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
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 its own campus?	**Yes**
• Phone no./Alternate phone no.	**03220244073**
• Mobile No:	**9434014248**
• Registered e-mail	**info@egrassbcollege.ac.in**
• Alternate e-mail	**tamilidk@gmail.com**
• Address	**At-EGRA, P.O.-Egra, Dist. - Purba Medinipur.**
• City/Town	**EGRA**
• State/UT	**WEST BENGAL**
• Pin Code	**721429**
2.Institutional status	
• Affiliated / Constitution Colleges	
• Type of Institution	**Co-education**
• Location	**Rural**

• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	VIDYASAGAR UNIVERSITY
• Name of the IQAC Coordinator	Dr. Aloy Chand Biswas
• Phone No.	03220244073
• Alternate phone No.	
• Mobile	9434453667
• IQAC e-mail address	iqacegrassbcollege@gmail.com
• Alternate e-mail address	info@egrassbcollege.ac.in
3.Website address (Web link of the AQAR (Previous Academic Year)	https://egrassbcollege.ac.in/notice-category/aqar/
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://egrassbcollege.ac.in/academic-calendar/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.06	2008	16/09/2008	15/09/2013
Cycle 2	B	2.32	2015	01/05/2015	30/04/2020

6.Date of Establishment of IQAC	23/02/2009

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Egra S.S.B. College	Salary Grant for TS & NTS	State Govt.	2020-2021	69144074.00
Egra S.S.B. College	DST SERB	Central Govt.	2020-2021	250000.00

8.Whether composition of IQAC as per latest	Yes

NAAC guidelines		
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	04	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

I. To hold Webinar on National Policy of Education 2020 : Issues and Challenges. II. Direct involvement in CAS promotion of six Teaching Staff of the College. III. Collaboration with various stakeholders of the College to organize various academic / cultural / extra-curricular programmes within the College. IV. Collection and preparation of data for AQAR, 2019-2020. V. Active involvement in the Workshop-cum-Seminar on Natya Karmashala O Tar Proyag. VI. To arrange a face to face meeting of the college staff with JDPI, Govt. of West Bengal taking into consideration several official issues of the college left unresolved for a long a time in Bikash Bhavan, the Administrative Building of Higher Education in West Bengal.

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

Plan of Action	Achievements/Outcomes
1. Purchase of more text and reference books for the college library.	1. Due to breakdown of COVID-19 pandemic in the country and its subsequent lockdown in the state, achievement in this regard remains far off.

2. To encourage NSS units of the college to undertake various extension activities.	2. NSS units observe various days like Independence Day, Teacher's Day, Gandhi Jayanti etc.
3. To hold a workshop on Theatre Studies in the College.	3. A workshop on Natya Karmashala O Tar Proyag is organized in the College on 10.04.2021 under direct patronage of IQAC. Dr. Dipankar Sen, JDPI West Bengal also participated in the workshop.
4. To take steps for CAS promotion of the teaching and non-teaching staff of the college.	4. CAS promotion of six teaching staff is done on 28.12.2020.
5. To grow awareness on moral values in human life.	5. A webinar is held by the Dept. of Sanskrit in collaboration with IQAC on Necessity of Moral Teaching in Present Education System on 14.10.2020 in which more than 100 students participated.
6. To sign agreements with nearby colleges for faculties / students exchange for various academic programmes.	6. The agreement already signed with Belda College, Belda, Paschim Medinipur continues for this year also.
7. To collect and prepare data for AQAR, 2019-2020.	7. Data for AQAR, 2019-2020 are collected and readied for submission to NAAC as soon as possible.
8. To hold regular meetings of IQAC and NAAC Sub-Committees of the College.	8. Regular meetings of IQAC are held during the year 2020-2021. A series of meetings of the NAAC Sub-Committees are held during 04.12.2020 – 05.12.2020.

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	23/02/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	29/03/2022

15.Multidisciplinary / interdisciplinary

The college as an educational institution always promotes multidisciplinary / interdisciplinary courses for the learners keeping itself confined within the scopes and options of the curricula framed by the affiliating University, i.e. Vidyasagar University. In this college the students belonging to honours category of language and literature groups can choose a subject of social sciences as elective / generic subject or vice-versa. Similarly a student belonging to honours category of Bio Sciences can opt for a subject of Pure Science as elective / generic subject or vice-versa. The college has setup a very good example of multidisciplinary approaches by offering scope to the students of Bengali (PG) to choose Zoology as their CBCS paper or vice-versa. The students of Sanskrit (Hons.) have to study a large portion of Philosophy as a paper on 'Ontology'. Even a paper CC-10 of the subject covers 'Sanskrit and World Literature'. Similarly the students of English (Hons.) have to study a whole paper on Classical Indian Literature in Sem. – VI. Besides the present curricula of V.U. have made English / Bengali (AECC Elective) and Environmental Studies (AECC 2) as compulsory subjects for all the students of BA, BSC & BCOM courses in Sem. – I and Sem. - II. This is how the multidisciplinary / interdisciplinary approaches have been reflected in the curricula of V.U. as well as in the options offered by the college to its students.

16.Academic bank of credits (ABC):

Since the affiliating University, i.e. Vidyasagar University has not yet introduced any 'Academic Bank of Credits (ABC)' System, the college has no scope to take any individual decision in this regard.

17.Skill development:

As initiatives to introduce subjects/programs as skill development in the present context of job markets, the college has started B. VOC programs w.e.f. 2018 with financial support from UGC. Under this program two three years degree courses- one on 'Software

Development' and the other on 'Theatre Studies' are introduced. Besides one Certificate Course on 'Greenhouse Technology' is also introduced under this program. Another regular degree program on 'Computer Science' is also introduced in the college w.e.f. 2017. A certificate course on 'Mushroom Cultivation' is being run by the college as a venture to add skill development courses to the academic curriculum.

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

Generally the students of this college come from Indian background with basic knowledge in their regional language/mother tongue. Therefore apart from the subjects of language and literature, all other subjects are either taught in Bengali or in bilingual mode. Most of the science subjects are taught in bilingual mode. Hons. course in Bengali language and literature is purely taught in Bengali language. For the students of Sanskrit language and literature the teaching- learning process is mostly run in Sanskrit with occasional use of Bengali as a need -based communication tool. Even in classes for English language and literature, Bengali is sometimes used by the teachers as a need- based communication tool for the better acquisition of knowledge in the subject.

Sanskrit is the oldest and original language of mankind. It is taught in this college at the UG level of studies under CBCS pattern. The paper on 'Sanskrit and World Literature' (CC10) of Sanskrit Hons. Course makes the students aware of the past glory of India. Besides the students of the subject become acquainted with the past glory of India, its cultural heritage and its rich traditions through observance of Sanskrit Day, Guru-Purnima etc.

For the students of Philosophy (Hons. & Genl.), Indian Philosophy refers to philosophical traditions of the Indian subcontinent. It shows the unity in diversity. Paper CC1, CC3,CC7, CC11, CC12 and DSE 3C offer ancient Indian culture, language, social class, cast, religion, morality. Vedanta Darshana focuses on the aim of life. Practical Vedanta helps to follow the right path of life. Contemporary Indian philosophers try to solve different problems of our daily life. These all are very helpful for our students to understand their motherland.

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

Egra S. S. B. College is recognized as a general degree college. Yet keeping in mind the necessity of OBE at present scenario, the college has introduced several Hons. courses in Science subjects.

After graduating with Science subjects, the students can get better job opportunities in the job market. Keeping in harmony with the demands of computer / software knowledge in the present job market, the college has introduced General Course in Computer Sciences in 2017. The college has stated programmes like Bachelor of Vocational Education with financial support from UGC w.e.f. 2018. Under this B.Voc. Programme three years degree programmes on Software Development, Theatre Studies and a certificate course on Green House Technology are presently taught. Another certificate course on Mashroom Cultivation has been stated in the college from 2020-2021 as a part of OBE. Persons engaged in various professions can gather higher education / degrees for better career / promotion from the Distance Learning Programmes run by the college under NSOU and Rabindra Bharati Distance Education Course (PG). These are the initiatives already taken by the college as an approach to introduce OBE for its learners.

20.Distance education/online education:

For a long past the college has been delineating some courses through ODL mode. The college has been running a centre for Distance Education (UG + PG) under Netaji Subhas Open University (NSOU) for the last 20 yrs. With the increasing demands of distance education in the locality, the student-strength of NSOU centre has also increased in course of time. Presently the number of students studying from the study centre of NSOU is 4247.

The college has also opened a branch of Rabindrabharati Distance Education Course (PG) under the aegis of DDE of Rabindrabharati University (RBU) w.e.f. 2016-2017. Presently the student-strength of this branch is 59.

The college has setup a virtual class room in the campus as an impetus to online distance teaching-learning venture. But it is to be noted that online ODL is still a distant reality to most of the students of this locality, as it is interior village dominated areas where Smart Phones, Laptops, Cyber Cafes and other modern technological tools are beyond the catch of the people of the locality from the financial point of view.

Extended Profile

1.Programme

1.1 **36**

Number of courses offered by the institution across all programs

during the year

File Description	Documents
Data Template	View File

2.Student

2.1 **3684**

Number of students during the year

File Description	Documents
Data Template	View File

2.2 **1143**

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

File Description	Documents
Data Template	View File

2.3 **747**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **91**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **0**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**36**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**3684**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1143**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**747**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**91**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**0**

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1 Total number of Classrooms and Seminar halls	**32**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**18038302.00**
4.3 Total number of computers on campus for academic purposes	**54**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Revision and Up-gradation of the UG and PG syllabi under V.U. are done from 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.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

Egra SSB College follows the academic calendar of Vidyasagar University. The institution followsthe academic calendar of university along with Internal Evaluation system. Along with the regular studies, college makes arrangement of Internal Assessment on syllabus for the students. Such assessments are taken on each prescribed paper. Both honours and general students are asked to sit in examination. Teachers make the question papers and evaluate the same in the college. The first assessment covers50% of the syllabus and the second one covers the rest. It comes more beneficial to the students for completion of the course andsecuring marks. The internal assessment helps to give credit in the final assessment. Also, it reduces the burden and tension related to the final examination. In addition, it acts as a link which provides data related to students' performance. This gives teachers an opportunity to evaluate the students.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://egrassbcollege.ac.in/academic-calendar/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating	**C. Any 2 of the above**

University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

Nil

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

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

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

Nil

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

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

0

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

0

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

1.3 - Curriculum Enrichment

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

Nil.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

02

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

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

30

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

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

1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://egrassbcollege.ac.in/wp-content/uploads/2022/02/Student_Satisfaction_Survey_Analysis_Report_online_2020_2021.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

7251

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

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

939

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

As per previous systemof our college, the institution each and every year arrangedifferent special programmes for advanced learners as well as slow learners. This year also are arranged different schedules and charts, department-wise for thepurposes. Basically the selection procedure has been conducted by the concerned departments along with IQAC opinion. Programme wise [BA / BSC / BCOM Hons., BA / BSC / BCOM General, PG (Bengali & Zoology) and B.Voc.] students are frequently asked and examined by the faculty and they prepare a list for their advancement or weak points. The Principal of our institution has made a schedule for each and every department. As per leisure period, concerned faculties havetaken these classes and discussed with students carefully.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
3684	27 Full time + 64 State Sided College Teachers

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

On regular basis different departments have taken different students-centric appraisal for students. Moreover, Science Depts. including Zoology, Botany, Geography, Nutrition, Commerce etc. have taken problem solving steps. Some departments also conducted experimental learning along with local authority and small scale industries. By this way our students get extra knowledge and hands-on-experience through this programme.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

Effective Teaching and Learning is a adopted process at our college to conduct classes or practicals. We have several ICT enabled class rooms at our college in different departments. Concerned teachers have used ICT classes through .ppt presentation, graph drawing, use of templates, photography etc. By this way our students have completed their syllabus. Moreover 20 (twenty) faculty members regularly usethis technology for their students' benefits.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

Mentor 38, Mentee 457, Ratio 1:12

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

2.4 - Teacher Profile and Quality

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

27

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

15

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

91

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

As per syllabus of Vidyasagar University, Internal Assessment is a compulsory method of students' assessment. As per prescribed syllabus we have taken two internal assessments for each of the Hons. papers and one for each of the general papers during each semester. The credited marks of this process is 10 per paper. This examination is conducted through written examination with proper question pattern. Our teachers' council and examination cell have framed a schedule for this examination. Department-wise evaluation process has been done by the faculty.

File Description	Documents
Any additional information	View File
Link for additional information	**Nil**

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

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. For grievances related to internal

examinations the students require to address their issues either to the Principal or the Head of the department in writing. The Principal / The Head of the Dept. takes requisite actions for the early redressal of such grievances. If a student cannot appear in Internal Exam. due to unavoidable reasons, substitute tests or assessment of that student are arranged.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Student Performance and Learning Outcomes Mechanism of Communication of PSOs and COs

1. **PSOs and COs of Egra Sarada-Shashi Bhusan College are partly communicated to the teachers and the students of the college through the college prospectus published every year as and when the admission process of the college for 1st Semester or First Year courses of Studies starts. Details of admission related matters of the college are furnished in the college prospectus which acts indeed as a guide book for the new students intending to get admission. Subject-bunching, fees-structure, availability of subjects of study, scope for extension activities, hostel facilities available at the college etc. are duly furnished in the college prospectus.**
2. **Another very strong mechanism of communication to different stakeholders is the website of the college which is used by Egra S. S. B College to its optimal point of usage. Details of courses offered by various departments of the college are clearly mentioned with scope and opportunities for the admission seekers at the college. Department profiles are also duly uploaded in the websites so that the admission seekers can directly communicate with the staff of each department for their necessary counselling.**

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://egrassbcollege.ac.in/programme-outcomes-programme-specific-outcomes-course-outcomes/
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Since ours is an undergraduate college and the students after passing out from here go to elsewhere for higher studies, there is a very little scope to evaluate the course outcomes and the programme outcomes in perspectives of the outgoing students.

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

2.6.3 - Pass percentage of Students during the year

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

760

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

http://egrassbcollege.ac.in/wp-content/uploads/2022/02/Student_Satisfaction_Survey_Analysis_Report_online_2020_2021.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

2.5

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	No File Uploaded

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution

during the year

15

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

09

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

8

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

The college has four NSS units (Unit I, II, III & IV) under the guidance of four Programme Officers to undertake various programmes/ activities in the neighbourhood like awareness rallies on various issues of social and national importance.

NSS volunteers of the college arranged online conferences and offline awareness rallies to make the neighbouring people aware of keeping Covid-positive patients in Home Isolation and other preventive measures like wearing masks, keeping physical distance, washing hands etc.

Of the services the units have participated in are programmes like Relief items distributed among the people of Chatri Gram Panchayat after the Cyclone YAAS hit in 2021. Besides celebration of days/programmes of national importance-- Republic Day, Independence Day, International Yoga Day , World AIDS Day & National Youth Day has also been undertaken .

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

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

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

1

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

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

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

10

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

625

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

26

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

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

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

1

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Our institution has the adequacy of infrastructure and physical facilities for teaching-learning as per the minimum specified requirement by statutory bodies. This Institution has classrooms having at least 200 student accommodations with stereo-sound system for teaching learning process. There are rooms comparatively small to conduct (Hons.) classes with specific students who are able to listen to the lecture of the teachers without any trouble. Again there are seminar halls of conducting Departmental seminars, meeting, discussion etc. For all the practical subjects there are laboratories for practical experiments on science subjects with some other faculties. Again our institution has adequate computing equipments with physical

facilities for teaching learning process as per the minimum specified requirements.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

Our Institution has adequate facilities for cultural activities that take place round the year-such as Freshers' welcome, final year farewell, celebrations of the birthday of Vivekananda, Vidyasagar etc., celebration of the National important days, like-15th August, 23rd January, 26th January etc. again dramatization of One-act-plays by the 'Theatre-Studies' groupis also presented sometimes. Regarding games and sports there are indoor and outdoor items that are played in separate stadium thoroughly with competitive spirits. After completion of the sports' competition prize distributionceremony also takes place officially inglorious manners. There is also a gymnasium inside the college campus. Several students take part in these events and under proper care and supervision of teachers the students are guided and trained. They also perform their skill in the stadium in front of a huge audience and win credit for their well-trained performance. In several events, the students of our institution take part in the inter-college competitions in various places and win medals in individual and group efforts.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

33

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

33

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://drive.google.com/file/d/1YhZGHp7JzPL_PHkDAAPPh5T4CEmYsfNH/view?usp=sharing
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

5.59

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Koha is an open source integrated Library Management Software (LMS), used world-wide by public, school and special libraries.It consists of the following features -

- **Online Public Access Catalogue (OPAC) module which provides a simple and clear interface for library users to perform tasks such as searching for and reserving items and suggesting new items.**
- **Full catalogue module which enables library staff to capture details of all library items. It is MARC compliant, and also z39.50 compliant, meaning data entry and exchange will be greatly simplified.**

- **Circulation module which fully automates borrowing and item management, integrating with the OPAC so users can see which items they have outstanding, for example.**
- **Acquisitions module which assists librarians with both acquisitions and more generally with budget management. Serials management and reporting modules perform functions that their names would suggest.**

Koha is designed to work on Linux, but will work on Windows with the installation of a series of additional modules. It is operable in English, Spanish, Arabic and French with other languages being developed and translated by the community members. It is released under a GNU General Public License (GPL).

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	https://essbcl.blacal.in/

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

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.47193

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

2

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Institution frequently updates its IT facilities including Wi-Fi

Now-a-days the demand of IT facilities in education system is too muchrobust. We can’t imagine education without IT facilities. This Institution also has IT facilities. There are 32 computers for the students who can access computer with internet facilities and almost all departments have its own computer for their staffs. Besides, Wi-Fi facility was introduced in the college. IT facilities arefrequently updated from day to day. Students can access internet in their phone through college Wi-Fi in the classroom and in certain areas in college campus. Not only this, many departments introduce classrooms with ITC-enabled facilities for teaching-learning. In the Covid-19 period, college introduced online based teaching-learning by online platforms. College library also has the access of ILMS and the subscription of e-journals, Shodhganga Membership, e-books etc for teachers and students who can access them in the computers or mobiles. The college also has its own website where all can find all the information about the college.

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

4.3.2 - Number of Computers

32

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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

84.49

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Procedures and policies for maintaining and utilizing physical, academic and support facilities are followed as per decisions of various sub-committees formed by the governing Body of the college e.g. Finance Sub-committee, Departmental Sub-committee, Laboratory Sub-Committee, Building Sub-Committee, Library Sub-Committee etc. All procedures and policies are framed with prior or post approval of the Finance Sub-Committee and finally approved by the Governing Body of the College.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://egrassbcollege.ac.in/meeting-resolutions-2020-2021/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1663

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the

institution / non- government agencies during the year

1973

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

C. 2 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

00

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

00

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**C. Any 2 of the above**

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

3

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

48

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

2

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

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

0

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

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

The 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 G.S. of the Students' Union is a member of IQAC.

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 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.

File Description	Documents
Paste link for additional information	https://egrassbcollege.ac.in/about-us/iqac/our-team/
Upload any additional information	View File

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

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

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

5.4 - Alumni Engagement

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

Egra Sarada Shashi Bhusan College Alumni Association is official alumnus society of Egra S.S.B. 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.

Egra S.S.B. College Alumni Association has at present more than five hundred 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. Prof. Bimal Narayan Nanda is the President, Prof. Sougata Sahoo is the Secretary, Mr. Uday Sankar Paul is the Treasurer of the Association.

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

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The 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. Considering the changing scenario and the growing needs of the day, we are also very keen to introduce different types of traditional and non-traditional courses, different job oriented courses and vocational training in our institution to ensure their future and make them free from poverty, unemployment and social injustice. We also aim—

- **To spread Higher Education amongst the new-generation-students year after year, especially of neighboring rural students.**
- **To 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 create atmosphere for research work in different fields of knowledge.**
- **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 outcome of such works those are fundamental in nature.**
- **To encourage the students in nation building activities.**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Following are the decentralization initiatives taken during the year:

- **Implementation of MIS, LMS and Students' portal for different administrative and academic activities.**
- **Introduction of different career oriented certificate courses.**
- **Formation of GB and of different committees and sub-committees for smooth administration.**
- **Student-teacher and parent-teacher interactions through meetings.**
- **Strengthening the Alumni association of the college.**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Curriculum Development and Academic Calendar : The College has little scope of framing curriculum as it is done by Vidyasagar University to which it is affiliated. As for the academic calendar the institution follows the calendar prepared by the Vidyasagar University.

Teaching and Learning: Remedial classes for weak students are arranged.

Topics and assignments for teaching are allotted as per specialization of teachers. Feedback is taken and analyzed properly as far as possible.

Examination and Evaluation: Regular internal tests for both UG and PG courses as stipulated by the university are conducted.

Research and Development: Various departments of the college have organized departmental seminar/invited lectures to inculcate the research motivation and culture among the staff and students. Preparation for establishing Research Centre for offering PhD courses is in process.

Library, ICT and Physical Infrastructure / Instrumentation: Searching e-resources through NLIST programme of INFLIBNET has been installed. KOHA software is installed for complete digitization of all library related works.

Admission of Students: The entire admission procedure has been conducted through online mode with the help of very user friendly software through Infotech Lab Pvt. Ltd.

Industry Interaction / Collaboration: Bajaj Finserv Pvt. Ltd. (Certificate Programme in Banking, Finance and Insurance) and Self-Reliant Marketing Pvt. Ltd. (Certificate Course on Mushroom Cultivation) these two interactions have been made.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The institution strictly follows Government’s and affiliating university’s orders and statutes in terms of implementing policies, administrative setup, appointment and service rules, procedures, etc. from time to time. The principal is the head of the institution and communicates with all teaching staff through the Secretary of Teachers’ Council and with non-teaching staffs through the Head Clerk. For decision making there is the Governing Body and it implements its recommendations through the convener of different sub-committees. The IQAC looks after the NAAC related matters and recommends at regular intervals for implementations eyeing towards periodic improvements.

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

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institute has facilitated Staff Credit Co-operative society and Free health check up at regular intervals for both the teaching and non-teaching staff. Induction programmes are also organized for staffs from time to time towards achieving better work output.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

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

1

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

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

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

09

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The institution on regular basis conducts academic and administrative audit to manage and maintain its Performance Appraisal System for teaching and non- teaching staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

All bills and payment vouchers are checked by the Bursar and then signed by the Accountant and finally goto the 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. For the session of 2020-2021 internal audit has been conducted.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

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

Fees charged as per the university and government norms from students of various granted and self financed courses.

The College receives salary grant from the State Government. For this, we prepare and send pay packet of the estimated salary grant required to the state government at regular interval. This grant includes salaries of the Full Time Permanent teachers and nonteaching staff as well as part-time teachers working on granted posts.

The Purchase Committee takes care that purchases are done properly and in accordance with the rules.

Different sub-committees take a review of the mobilization of funds and the utilization of these sources periodically in their meetings.

Regular internal audits and external audits from the government make sure that the mobilization of the resources is being done

properly.

The Library Advisory Committee takes care that the resources in library are utilized optimally.

To ensure the optimum utilization of resources, the Principal issues directions.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

Flowing are the recommendations of the IQAC towards institutionalizing the quality assurance strategies and processes during the session of 2020-2021:

1. To introduce online classes for all courses due to COVID-19 Lockdown in the country.

2. Decision taken to organize a webinar on National Policy of Education 2020.

3. Decision taken to organize webinars in collaboration with the departments of the college.

4. Decision taken to submit AQAR for the year 2019-2020.

5. Decision taken to purchase more books for college library.

6. Decision taken to organize webinar on moral values.

7. Decision taken for CAS promotion of Teaching and Non-teaching staff of the college.

8. Decision taken to request thecollege authority to extend financial assistance to the students during COVID-19 Lockdown.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

At regular interval course outcome in collected from teachers and feedbacks are collected from students and parents and are analyzed duly for proper remedy and further improvement, if possible.

File Description	Documents
Paste link for additional information	http://egrassbcollege.ac.in/wp-content/uploads/2022/02/Student Satisfaction Survey Analysis Report online 2020 2021.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

No programme has been undertaken in this regard during the year due to COVID-19 lockdown.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

It has not become possible to take any initiative in this regard due to COVID-19 pandemic and its subsequent lockdown.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **1. Restricted entry of automobiles** **2. Use of Bicycles/ Battery powered vehicles** **3. Pedestrian Friendly pathways** **4. Ban on use of Plastic** **5. landscaping with trees and plants**	E. None of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit	E. None of the above

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

It is a brilliant example of playing roles as responsible citizens by the teaching and the non-teaching staff as well as the students

of the college, when they come forward jointly to stand beside the cyclone YASS hit people of the locality on and from 11.05.2021 to 10.06.2021. The teaching and non-teaching staff along with some of the active students of the college did not waste any time but to run to the cyclone hit people of nearby CHHATRI Gram Panchayat with all the available relief materials like pure water, food, vegetables, emergency medicines, sanitizers etc. The cyclone hit people of the area got immensely benefitted by the relief works of the college team. Not only in the present case, but also in the past whenever the natural calamities had come down on the people of the local areas, the college teams immediately took all initiatives to assist the affected people through all possible ways. To the college, community services always become a priority in its list of activities.

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

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

1. The Department of Philosophy, Egra S. S. B. College organized a Webinar on "Covid-19 : Some Ethical and Social Issues", on 31.08.2020 with financial support from the State Govt. of West Bengal. It was a special occasion because it was the pandemic situation to the whole human race. In this webinar the resource persons gave some important suggestions on how to take precautions against covid-19.

2. The Department of Political science, Egra S. S. B. College organized 2 days International Webinar on "Rammohan and Vidyasagar : Pioneers of Bengal Renaissance", on & from 26.09.2020 to 27.09.2020 with financial support from the State Govt. of West Bengal. It was a special occasion because Raja Ram Mohan Roy and Ishwar Chandra Vidyasagar were very important social reformers of the nineteenth century. They worked hard to improve the conditions of women in the society. At that time there were many social evils in the society like sati, child marriage, Purdah, female infanticide, caste system, untouchability etc. Raja Ram Mohan Roy and IshwarchandraVidyasagar tried to bring changes in the society. Raja Ram Mohan Roy believed that if the Indian society won’t be

educated it will be impossible to remove social evils from the society.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**C. Any 2 of the above**

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

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

Due to COVID – 19 PANDEMIC and its stringent protocols most of the annual programmes of the college remain postponed under the directives of the College authority following the Govt. guidelines in this regard.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice - 1

Presentation and Discussion on Pure and Applied Sciences (Online Mode)

Presentation and group discussion is very important aspect towards learning by doing. It is a fruitful method to learn and perceive any topics. It opens an opportunity for the learner to share his idea to others that makes them knowledgeable on those respective topics very much. It is a practice most commonly accepted by different management institutions for grooming their students. By this way both teachers and students can think the matter of the subject by every corner of issues that may help to open a new area of interest. It is the context to introduce such a practice in the teaching learning process both as experiment and innovative process.

Best Practice - 2

Giving relief Materials to the 'YASS' cyclone affected people through the UBA.

On 26th May, 2021 a severe super cyclone YAAS blew over West Bengal causing devastating effects over almost all the districts of the state leaving millions of people homeless, foodless, clothless and innumerable cattle and wild animals reduced to carcasses. A lot of people of the district of Purba Medinipur become direct victims of this monster cyclone. Our college as a participant institution of UBA immediately come forward to extend a helping hand to the poor affected people of the adjacent areas with food, drinking water, vegetables etc.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

Form Waste To Wealth : Vermicomposting

Vermicomposting has recently been recognized as one of the most appropriate methods to stabilize organic waste. In terms of a system for waste management, vermicomposting is sustainable, economically viable, and without detrimental effects to human health or to the environment. It can replace the environmentally hazardous manures. It is one of the easiest methods to recycle various wastes to produce quality compost. In this process earthworms are used. The earthworms consume the wastes and excrete in digested form called worm casts. This casts are known as Black Gold. The earthworms actually convert organic materials into humus - like material known as vermicompost.

In this process good quality compost production in ambient temperature can be done in short time. The earthworms being voracious eaters consume the bio-degradable matter and give out a part of it as excreta or vermicastings. The vermicastings containing nutrients is rich manure for the plans. It also supplies growth enhancing hormones to plants. It improves the soil structure leading to increase the water and nutrient holding capacities of soil.

We have introduced a 12 chambered vermicomposting unit in the campus of our college during 2020-2021 and using Eisenia fetida as earthworm of choice. The chambers of the units are kept shallow to avoid heat built-up that can kill earthworms. A moderate temperature is maintained to enable the earthworms to transform the materials into composts at ease.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Future Plans of action for next academic year (200 words)

1. To strengthen the College infrastructure in reference to online Teaching-Learning system keeping in mind the spread of the pandemic disease in our country

2. To take steps to sanitize the campus time and again to keep the staff of the college safe and secured.

3. To introduce skill based and career oriented courses.

4. To increase and upgrade the use of ICT in teaching learning process.

5. To make the Alumni Association of the college more active.

6. To transmit knowledge through holding seminars and workshops.

7. To hold awareness programme on Community development issues.

8. To expedite the automation process of the College Library.

9. To take steps for waste management including solid, liquid and other hazardous chemical.

10. To take steps for preserving the water, energy, rain water.

11. To take steps for green and eco-friend campus.

12. To make the students aware of Career CounselingProgramme.

13. To expedite the activities under National project UNNAT BHARAT ABHIYAN.

14. To enhance the activities of ECO-Club to promote public awareness regarding several community development programme.

15. To encourage the faculties to be engaged in research works.

16. To arrange the workshop on role of NSS to promote a healthy social life for our students and NSS volunteers.

17. To increase the facilities of renewable energy.

18. To strengthen the Physical Education section of the college.

19. To take steps for increasing community development programmes.

20. To take initiative for organizing Yoga Camp frequently.