



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution	EGRA SARADA-SHASHI BHUSAN COLLEGE
Name of the head of the Institution	Dipak Kumar Tamili
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03220-244073
Mobile no.	9434014248
Registered Email	info@egrassbcollege.ac.in
Alternate Email	tamilidk@gmail.com
Address	AT - EGRA, P.O. - EGRA, DIST. - PURBA MEDINIPUR.
City/Town	EGRA
State/UT	West Bengal
Pincode	721429

2. Institutional Status																									
Affiliated / Constituent			Affiliated																						
Type of Institution			Co-education																						
Location			Rural																						
Financial Status			state																						
Name of the IQAC co-ordinator/Director			Dr. Aloy Chand Biswas																						
Phone no/Alternate Phone no.			03220244073																						
Mobile no.			9434453667																						
Registered Email			info@egrassbcollege.ac.in																						
Alternate Email			igacegrassbcollege@gmail.com																						
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)			http://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: Weblink :			http://egrassbcollege.ac.in/academics/academic-programmes/																						
5. Accrediation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>2.06</td> <td>2008</td> <td>16-Sep-2008</td> <td>15-Sep-2013</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.32</td> <td>2015</td> <td>01-May-2015</td> <td>30-Apr-2020</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	2.06	2008	16-Sep-2008	15-Sep-2013	2	B	2.32	2015	01-May-2015	30-Apr-2020
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
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1	B	2.06	2008	16-Sep-2008	15-Sep-2013																				
2	B	2.32	2015	01-May-2015	30-Apr-2020																				
6. Date of Establishment of IQAC			23-Feb-2009																						
7. Internal Quality Assurance System																									
<table border="1"> <thead> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by IQAC</th> <th>Date & Duration</th> <th>Number of participants/ beneficiaries</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>						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														
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1. Seminar held in the Dept. of Sanskrit	09-Feb-2018 01	140
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Egra S. S. B. College	FURNITURE GRANT	STATE GOVT.	2018 365	330000

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

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11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Initiatives to hold Seminars / Workshops / Cultural Programmes through the Departments to celebrate the Golden Jubilee Year in a befitting manner. Assisting the college authority to complete the pending works of Outdoor and Indoor Stadiums and Sports Hall of the college. Convincing the college authority to open another canteen for the benefit of the students of science stream and the staff of the administrative buildings. Holding Thalassemia Detection Camp with the help of NSS Units of the college.

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

Plan of Action	Achivements/Outcomes
1.To encourage the departments to hold seminars and special lectures funded by the college	1. Some departments of the college like the Dept. of Sanskrit and that of Political Science hold seminars within Feb. to March, 2008.
2. To strengthen the Dept. of Physical Education of the college.	2. The Indoor Stadium of the college is built up and inaugurated on 25.09.2018.
3. To expedite the process of automation of the college library.	3. An expert hand is hired to expedite the process of library automation on and from Dec. 2017.
4. To strengthen the library as a centre of research.	4. 653 new books and 8409 e-books are made available in the library. 3228 e-journals are also made available through online mode. 44 Print journals are also renewed.
5. To make the students aware of career- counseling programme.	5. A training-cum-career counseling programme for WBCSE is arranged on 28.09.2017 with assistance from S.D.O office of Egra.
6. To celebrate the Golden Jubilee of the college with active participation from all the stake holders of the college.	6. Celebration of the Golden Jubilee of the college is inaugurated on 08.08.2017 with participation of near about 2000 students & others representing all the stakeholders of the college.
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
GOVERNING BODY	09-Nov-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	02-Mar-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	Admission is done online. Application forms for admission are uploaded on the

website. Online form fill up is done after college notifications published on the basis of the directives of Vidyasagar University and the Govt. of West Bengal. Selection of candidates is done respectively in merit panel by through online mode. 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 transactions 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

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MSc	ZOOLOGY	01/07/2017
BA	NUTRITION (HONS. , GENL.)	01/07/2017
BSc	COMPUTER SCIENCE	01/07/2017
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MSc	ZOOLOGY	01/07/2017
BSc	HONOURS	01/07/2017

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

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

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	ZOOLOGY	70
BSc	BOTANY	27
BSc	Geography	36
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	Yes

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

Feedback Obtained
<p>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 nonteaching staff) to improve the areas where growth is needed.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	HONS .	623	808	380
BA	GENL .	450	1307	1021
BSc	HONS .	260	674	210
BSc	GENL .	100	282	151
BCom	HONS .	84	105	21

BCom	GENL.	100	12	1
MA	BENGALI	45	67	41
MSc	ZOOLOGY	20	63	21
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	1794	62	24	7	7

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
25	25	2	5	0	2
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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
1856	31	1:60

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	25	3	10	9

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies

2018	Dr. Janesh Ranjan Bhattacharya	Associate Professor	Bharat Gourav
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	HONOURS	PART-I, 2018	19/07/2018	03/12/2018
BA	HONOURS	PART-II, 2018	11/06/2018	11/10/2018
BA	HONOURS	PART-III, 2018	04/04/2018	30/05/2018
BA	GENERAL	PART-I, 2018	26/07/2018	03/12/2018
BA	GENERAL	PART-II, 2018	20/06/2018	11/10/2018
BA	GENERAL	PART-III, 2018	20/04/2018	30/05/2018
MA	BNGPG	2017	09/06/2017	25/07/2017
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

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. Fieldtours / fieldsurveys / fieldprojects 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. Print magazines and wallmagazines 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 reevaluation of University answer scripts.

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

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.

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/programme-outcomes-programme-specific-outcomes-course-outcomes/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BNGH	BA	BENGALI	95	87	91.57
ENGH	BA	ENGLISH	35	33	94.28
SANH	BA	SANSKRIT	45	37	82.22
HISH	BA	HISTORY	40	37	92.05
PLSH	BA	POLITICAL SCIENCE	7	7	100
GEOH	BA	GEOGRAPHY	25	19	76
BOTH	BSc	BOTANY	11	7	63.63
ZOOH	BSc	ZOOLOGY	40	24	60
ACNH	BCom	ACCOUNTANCY	16	16	100
BNGPG	MA	BENGALI	45	45	100
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2.7 – Student Satisfaction Survey

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

<http://egrassbcollege.ac.in/student-satisfaction-survey/>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	1095	DST	900000	300000
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Ethnomedicinal Plants of South Bengal and Their	BOTANY	14/03/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
For Meritorious Service, Outstanding Performance and Remarkable Role	Dr. J. R. Bhattacharya	Indian International Friendship Society, New Delhi	26/03/2018	BHARAT GOURAV
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

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

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
NIL	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Geography, Zoology, Commerce Mathematics	8	1.0
National	BENGALI	2	00
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Zoology, Physics, Sanskrit, English, Bengali	10
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Biocycling	S. K. Ghorai, et	EIMBO	2018	0	Zoology	0

of Fractional Fatty Acid Components of Lipids in Mangrove Benthic Systems, in Medinipur (East) Coast, India	al						
Women Empowerment Through Education	R. P. Roy	Proceeding of International Congress on Global Innovation and Research in Education, Sports Science and Yoga Vol. IV, ISBN: 978-93-87072-50-3.	2017	0	Pol. Science	0	
Women's Empowerment in India - Achievement and Possibilities	R. P. Roy	Women's Empowerment in India - Achievement and Possibilities (Special Reference to West Bengal) ISBN: 978-81-929523-8-3.	2017	0	Pol. Science	0	
Arecoline Cannot Alter Pineal - Testicular Responses to Metabolic Stress in Wistar Rats	D. PRADHAN	Acta Endo	2018	0	Zoology	0	

Arecoline Inhibits Pineal - testis Function in Experimentally induced hypothyroid Rats	D. PRADHAN	Arch. Physiol. Biochem	2018	0	Zoology	0
Entropy based Multi-objective Matrix game model with Fuzzy Goals	BABLU SAMANTA	Tamsui Oxford Journal of International and Mathematical Science	2017	0	Mathematics	0

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Silicone Rubber Composites of Differently Fired Cadmium Oxide and Their Positron Lifetime Study	K.R. Sahu U. De	Research and Development in Material Science	2018	0	0	Dept. Of Physics, Egra SSB College
Polymer Composites for Flexible Electro-Magnetic Shields	K.R. Sahu U. De	Wiley - Micromolecular Symposia	2018	0	0	Dept. Of Physics, Egra SSB College Dept. Of Physics, Egra SSB College
Preventing Firing induced curvature of thin oxide pellets-for ion irradiation Experiments	K.R. Sahu U. De	Material Science Research India	2017	0	0	Dept. Of Physics, Egra SSB College

Flexible Electromagnetic-Shielding by Polymer Metal and Polymer - non metal composites	K.R. Sahu U. De	Scifed J. Metallurgical Science	2017	0	0	Dept. Of Physics, Egra SSB College
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	7	10	7	0
Presented papers	7	2	1	0
Resource persons	0	0	1	1

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
1.Rally against child trafficking	N.S.S. Units - 1, 2, 3, 4	4	187
2.Sahid Matangini Hazra's Birth Day Observation	N.S.S. Units - 1, 2, 3, 4	4	73
3.Jatio Vasa Dibos Udjapan (National Language Day) Observation	N.S.S. Units - 1, 2, 3, 4	4	198
4.Republic Day Parade	N.S.S. Units - 1, 2, 3, 4	4	101
5. Physical Fitness Training of Volunteers	N.S.S. Units - 1, 2, 3, 4	4	177
6. Cleaning programme in Adopted Villages	N.S.S. Units - 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	Number of students Benefited
Purba Medinipur	Best	Dept. of	1

District Youth Parliament Competition	Parliamentarian Award	Parliamentary Affairs, Govt. of West Bengal	
Ring Ball Games (Boys)	WINNER	Ring Ball Federation of India	5
Ring Ball Games (Girls)	THIRD	Ring Ball Federation of India	2
NCC	"B" Certificate	NCC (Kharagpur)	1
NCC	"C" Certificate	NCC (KOLKATA)	1
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Blood donation Camp	NSS Unit 1,2,3 4 in collaboration with Alumni Association, Egra S.S.B. College	BLOOD DONATION CAMP	4	82
Swachh Bharat	NSS Units 1, 2, 3, 4	Swachh Bharat Aviyan	4	122
World Aids Day Observation	NSS Unit 1,2,3, 4	Aids Awareness and Prevention Camp	4	96
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	00	NA	00
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

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

Organisation	Date of MoU signed	Purpose/Activities	Number of
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			students/teachers participated under MoUs
Microtrack, (Reputed IT's Services and Authorized Training Centre of CMC Ltd. - A TATA Enterprise), Contai, W.B.	22/06/2018	Conducting B. Voc. Course in Software Development.	56
Shakespeare Society of Eastern India (a non-profit Govt. Registered Academic Society)	22/06/2018	Conducting B. Voc. Course in Theatre Studies	57
Tengunia Sanskar Kendra, (Entrepreneurship Skill Development Organization under MSME-DI Govt. of India)	18/06/2018	Conducting B. Voc. Course in Software Development as Trainer and Service Provider	56
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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
85	84.14

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Newly Added
Seminar Halls	Newly Added
Campus Area	Existing
Class rooms	Existing
Classrooms with LCD facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
COHA	Partially	16.11.07	2017

4.2.2 – Library Services

Library	Existing	Newly Added	Total
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Service Type						
e-Journals	3828	2875	0	2950	3828	5825
e-Books	80409	2875	0	2950	80409	5825
Journals	44	143250	0	42000	44	185250
Digital Database	1	55000	0	0	1	55000
CD & Video	90	0	10	0	100	0
Weeding (hard & soft)	3350	0	0	0	3350	0
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	37	8	19	1	0	4	10	10	22
Added	5	0	2	0	0	4	4	10	12
Total	42	8	21	1	0	8	14	20	34

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

20 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
18.5	18.4	102	101.52

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory,

library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

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 Subcommittee, Laboratory SubCommittee, Building SubCommittee, Library SubCommittee etc. and that is done prior or post approval of the Finance SubCommittee and finally approved by the Governing Body of the College.

<http://egrassbcollege.ac.in/academics/meeting-resolution-of-sub-committees/>

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 in Tuition Fees	506	397117
Financial Support from Other Sources			
a) National	JINDAL	45	202200
b) International	NIL	0	0
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
GST Student Employability	19/12/2017	60	ICA
Financial Education Workshop	06/02/2018	50	SEBI
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2017	Coaching for Competitive Exam. (Dept. of Zoology)	20	0	4	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
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4	2	30
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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 participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	ITA	21	2
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2017	70	I. ACNH II. MTMH III. CEMH IV. ZOOH V. GEOH VI. SANH VII. BNGH VIII. BOTH IX. ENGH X. PLSH XI. PHYH	I. Commerce II. Mathematics III. Chemistry IV. Zoology V. Geography VI. Sanskrit VII. Bengali VIII. Botany IX. English X. Political Sc. XI. Physics	EGRA S. S. B. COLLEGE, VIDYASAGAR UNIVERSITY, CONTAI P. K. COLLEGE, BELDA COLLEGE and others	M.A., M.Sc., M.Com.
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	6
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Presentation of Theatre in Seminar	STATE	200
Workshop on Galar Putul O Tar Nirman Saili	STATE	80
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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	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
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2017	RING BALL, Winner (Boys)	National	1	0	Roll No. : 1161754 Roll No. : 1160092 Roll No. : 1161232 Roll No. : 1161223 Roll No. : 1160266	Sagar Maity Swarup Nanda Purna Sankar Roy Mrinal Bhunia Buddhadeb Khatua
2018	RING BALL, Third place (Girls)	National	1	0	ROLL NO. 1161066	SASWATI DAS
2018	NCC, B-C ERTIFICATE	National	1	0	ROLL NO. 1170910	SATABDI PANDA
2018	ATYA- PATYA	National	1	0	ROLL NO. 1170816	NABAMITA GHORAI

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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 organize 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 SubCommittee, Admission SubCommittee 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

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 201415 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 lifelong 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. 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 exstudents and that attempt had been continuing for two or three years. The initiative was mainly taken by Prof. Bimal Narayan Nanda, exstudent of the college, now working as Associate Professor and Head of the Dept. of Political Science of the college Mr. Uday Sankar Paul, Nonteaching staff of the college and Mr. Ramkumar Panda, Head Master, Bathuari Adarsha Vidyapith. A large number of exstudents became life members. Then a new committee is comprised of Prof. Bimal Narayan Nanda as President, Prof. Sougata Sahoo as Secretary, Mr. Uday Sankar Paul as Treasurer, Mr. Satya Chakraborty, Mr. Anup Shee, Prof. Goutam Acharya and Mr. Soudagar Maity as important members. 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 PostGraduate 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 enrolled Alumni:

172

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

5.4.4 – Meetings/activities organized by Alumni Association :

Meetings – 02, Activities 02

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. Considering the changing scenario and the growing needs of the day, we are also very keen to introduce different types of traditional and nontraditional 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 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.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	? The College has little scope of framing curriculum as it is done by Vidyasagar University to which it is affiliated. ? 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. ? Senior Faculty members are included on various Academic Bodies like Board of Studies and actively involved in framing the syllabus. ? CBCS pattern has been introduced in the entire UG syllabus.
Teaching and Learning	? ICT enabled teaching and learning is encouraged. ? Teaching plans methodologies are maintained and audited internally. ? Topics and assignments for teaching are allotted as per specialization of teachers. ? Feedback is taken and analyzed properly

as far as possible. ? Innovative practices in teaching, seminars, are encouraged. ? Task based learning and problem based learning are some of the techniques that have been introduced. ? Results of examinations at different stages are analyzed and steps are taken for further improvement.

Examination and Evaluation

? 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. ? For evaluation in PG Courses the University has given partial autonomy to the college from session 20152016 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. ? Regular internal tests for both UG and PG courses as stipulated by the university are conducted. ? Experimental projects are carried out under the guidance of departmental teachers which are then evaluated by both the department and university appointed external examiners. ? Scope for review of results is available as per the university guide line.

Research and Development

? In order to promote research activities in the college along with the normal class teaching, college have constituted a Research Advisory committee (RAC). ? The college creates an academic environment that ignites and fosters students' interest in scientific temper and research culture ? Various departments of the college have organized departmental seminar/invited lectures to inculcate the research motivation and culture among the staff and students. ? Space and necessary infrastructural support is provided for research work.

Library, ICT and Physical Infrastructure / Instrumentation

? 653 new books have been purchased and the number of books now is 34018. ? Central Library provides reading room and lending services to our members. ? Searching eresources through NLIST programme of INFLIBNET has been installed. ? Computerization of the Library Stock has started. ? The

	<p>library uses various ICT tools like photocopier, scanner, and printer etc. to help the students. ? The college has a library subcommittee for monitoring the activities of the library. ? Instrument purchased for modernization and up gradation of laboratory.</p>
Human Resource Management	<p>? Teaching and Nonteaching 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 nonteaching staff association look after the affairs of the teaching and nonteaching 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. ? A decision has been taken to introduce Biometric attendance system from the next academic session.</p>
Industry Interaction / Collaboration	NONE
Admission of Students	<p>? The admission procedure has been conducted through online mode mostly with the help of very user friendly software. ? 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 Newspapers. ? 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.</p>

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

E-governance area	Details
Planning and Development	NONE
Administration	? Installation of Biometric attendance machines is in discussion. ? We wish to follow strong, smart promising and progressive administration and implementation of egovernance in this field, if possible, is in discussion.
Finance and Accounts	? Salary is calculated and paid via online platform (HRMS).
Student Admission and Support	? The process of admission is mostly conducted through online process. ? The college announces its admission process in the College website. ? The college regularly informs the students about form fill up, examination and other important issues through notification in its official website. ? To reach the students and connect with them personally the college uses server to send SMS and emails.
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
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
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Orientation Programme	1	10/07/2017	05/08/2017	27
Orientation Programme	1	17/07/2017	12/08/2017	27
Refresher Course	1	17/01/2018	06/02/2018	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	1	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
? Staff Credit Cooperative society. ? Free health check up at regular intervals.	? Staff Credit Cooperative society ? Free health check up at regular intervals	? 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 checkup at regular intervals.

6.4 – Financial Management and Resource Mobilization

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

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 SubCommittee to look after the entire finance related matters.
--

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
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6.4.3 – Total corpus fund generated

950457.00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	VIDYASAGAR	Yes	PRINCIPAL

		UNIVERSITY		
Administrative	Yes	HED, GOVT. OF WEST BENGAL	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)

? 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)

1. The automation process of the library starts in full swing. 2. Access to INFLIBNET is registered. 3. New Administrative Block and Rooms are built up to strengthen the infrastructural capacity of the college.
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6.5.5 – Internal Quality Assurance System Details

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 IQAC	Duration From	Duration To	Number of participants
2017	Inauguration of Golden Jubilee	08/08/2017	08/08/2017	10/08/2017	2000
2017	Training cum Career Counselling Programme for WBCSE	28/09/2017	28/09/2017	28/09/2017	200
2017	Rally and Awareness Campaign on World AIDS Day with NSS	01/12/2017	01/12/2017	01/12/2017	96
2017	Legal Awareness Campaign	18/12/2017	18/12/2017	18/12/2017	200
2018	State Level Seminar of the Dept. of Sanskrit	09/02/2018	09/02/2018	09/02/2018	96

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Human Rights Day(By NSS)	10/12/2017	10/12/2017	43	25

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

Percentage of power requirement of the University met by the renewable energy sources
1. The Egra S.S.B. College has taken initiative by the ECOCLUB of dept. of Geography to make the Environmental Consciousness programme on Cyclone affected Documentary by organizing Community Development Awareness Camp.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	0
Rest Rooms	Yes	0
Scribes for examination	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	1	27/12/2017	01	Field Visit to Mukundapur Nursery, contain	1.Nursery technique practice by dept.of Botany.	24
2018	1	1	03/01/2018	01	Field Visit to Botanical Garden at Shibpore, Howrah	2.Field visit for Herbarium preparati on conser vation by dept.of Botany.	24
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
1. Code of Conduct regarding College Library	01/07/2017	1. Every students must have a library card which will be issued at the

		<p>beginning of the session.</p> <p>2.Library card must deposited at the time of borrowing books and at the time of returning the books. 3.Students should clear all library dues before final exam.</p> <p>4.without library clearance marksheet 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 reissued.</p> <p>7.Silence is to be maintained in the library. 8.Library books and journals should be taken carefully. 9.Books must be verified at the time of receiving.</p> <p>10.After lapse of 5 years from the date of dmission, a student cannot claim for the caution money.</p>
2. Code of conduct regarding concession in tuition fees (Published in College Prospectus).	01/07/2017	<p>1. As per Govt. rules the college extends concession in tuition fees to the poor and meritorious students who apply for it. 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. 3. There is a sub -committee to look into this affair.</p>
3.Code of conducts regarding to Attendance Rules (Published in College Prospectus).	01/07/2017	<p>1. The college strictly abides by the rules of the V.U regarding students attendance of classes. 2.Only the students having secured 75 or above 75 classes held in each subject are generally allowed to appear at the final exams. 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 (Published in College Prospectus).	01/07/2017	1. Each students is to pay the amounts as admission change M.A. Rs. 6500/, 1st year Rs. 6000/, 2nd year Rs. 6000/, 3rd year Rs. 6000/. 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. 3. Minimum 1 months, changes are changeable from each boarder. 4. Quality food for lunch and Tiffin for both the students and staffs in college canteen is supplied properly. 5. A committee has been formed to look in to this affair.
5.Code of conducts regarding to the Resolution of Finance Subcommittee (Published in College Prospectus).	01/07/2017	1. All kinds of bills and vouchers should be deposited to account section on every Tuesday and Friday. 2. All payments are done through bank cheque after verification.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
1. The Dept. Of Sanskrit Of Egra S.S.B College arranged a National Seminar On "Education System as Revealed in India" Which highlights Universal Values and ethics in Social and, educational fields of life. Social dimensions are the social sources o	09/02/2018	09/02/2018	151
2. The Dept Of Chemistry Of Egra S.S.B College arranged a National Seminar on "Polymer Materials :Boon Or Bane" Which is a	20/02/2018	20/02/2018	75

topic with universal significance. The polymer material such as plastic is one of the few new chemical materials which pose env

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

5. Egra S.S.B College has taken initiative by the department of zoology Botany in collaboration with Biodiversity Management Committeess of Egra Municipality to make the campus ecofriendly by Gardening in front of Science Building.

3. Egra S.S.B College has taken initiative by the N.S.S units to make the campus ecofriendly by Tree Plantation programme.

1. Egra S.S.B College has taken initiatives by the ECOCLUB to make the campus ecofriendly by creating an Environmental Awareness Park in Library Wall at Egra S.S.B College.

2. Egra S.S.B College has taken initiative by the ECOCLUB to make the students aware of environment pollution by preparing a Cyclone affected Documentary.

4. Egra S.S.B College has taken initiative by the department of zoology to make the campus ecofriendly by Vermicompost project.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

(A) Science Camp and Mapping Techniques : ECO CLUB (Dept. of Geography) Of Egra S.S.B College arranged this programme at Egra Jhatulal High school, Egra, Purba Medinipore, W.B, on 30.11.2017 in which 20 students participated. In this programme Resource persons were Dr. Dipak Bisai, Dr. Aloy Chand Biswas, and Mr. Soutik Das Mahapatra. Our goal is to spark each little scientist's imagination. We hope to find a hook in their heart and mind so that they feel a need to learn. The rest is easy, because the students then drive ahead their Zeal of learning. The teachers like to ask provocative questions and present them with some problems and to help the students make a path toward the answers. If they are motivated to find the path, they will carve it out themselves. Every camp has its own theme and will explore different types of questions. The Teachers vary from individual experiments to group assignments during leisure time. After all learning provides fun and energy 1. Intersection creates a real opportunity for engaging children's interest in science. Many children's Who are afraid of science do not realize the immense Interconnectedness between arts and science. One way to demystify science for such learners is to build on the relationship between science and arts. 2. To broaden knowledge of science related careers and plan to continue their scientific education. 3. Provide hands on laboratory experiments and demonstrations that are fun, 4. To create equal opportunity for both boys and girls to get interested in science. (B) Women's Cell Activities : As recommended by the NAAC peer team the college took initiative to form 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 upon women at National and International level. The objectives of this practice are: 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.

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

<http://egrassbcollege.ac.in/about-us/igac/best-practices-of-the-institution/>

7.3 – Institutional Distinctiveness

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

LEGAL AWARENESS PROGRAMME : Legal awareness lies at the base of any effort toward legal empowerment. Critical knowledge of legal provisions and processes, coupled with the skills to use this knowledge to realize rights and entitlements will empower people to demand justice, accountability and effective remedies at all levels. Legal awareness sometimes called Public legal education and civics education is the empowerment of individuals regarding issues involving the law. Keeping this objective in mind our college has organized a legal awareness drive on "Law for Everyone" with the assistance of the District Legal Service Authority, Purba Medinipur on 18.12.2017, Organized by S.D.L.S.C, in collaboration with Egra S.S.B College. The Legal awareness was immensely helpful in promoting consciousness of legal culture, participation in the formation of laws and the rule of law among both the teachers and students. The main issues that have been discussed during the drive are– • Who can avail the benefits of legal service • Where to avail the benefits • What are the services that can be availed The legal awareness drive proved to be a successful endeavour as it helps in driving away the sense of fear that is generally associated with anything 'legal' and it also sheds light different nuances of law that were yet unknown to most of the people.

Provide the weblink of the institution

<http://egrassbcollege.ac.in/about-us/igac/institutional-distinctiveness/>

8.Future Plans of Actions for Next Academic Year

1. To introduce skill based and career oriented courses. 2. To increase and upgrade the use of ICT in teaching learning process. 3. To transmit knowledge through holding seminars and workshops 4. To hold workshop on new model of CASPromotion of teaching staff 5. To hold workshop on RAF format of NAAC inspection in 2020. 6. To hold awareness programme on Community development issues. 7. To enhance the activities of ECOclub to promote public awareness regarding several community development programmes. 8. To make the college a partner institution of National project like UNNOTO BHARAT AVIYAN 9. To expedite the automation process of the College Library. 10. To purchase more Research Books and Journals in the library. 11. To make the students aware of Career Counselling Programmes. 12. To celebrate the Golden Jubilee of the College with active participation from all the stakeholders of the college. 13. To make the Alumni Association of the college more active. 14. To create more space for students. 15. To encourage the faculties to be engaged in research works. 16. To expedite online activities in the college and to create an environment in this regard. 17. To arrange for campus placement programme for our students. 18. To set up new solar energy system in our college campus.