



YEARLY STATUS REPORT - 2023-2024

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 KUAMR TAMILI**

• Designation **Principal**

• Does the institution function from its own campus? **Yes**

• Phone no./Alternate phone no. **03220244073**

• Mobile No: **09434014248**

• Registered e-mail **info@egrassbcollege.ac.in**

• Alternate e-mail **tamilidk@gmail.com**

• Address **AKLABAD, P.O. + P.S. - EGRA,
DIST. - PURBA MEDINIPUR**

• City/Town **EGRA**

• State/UT **WEST BENGAL**

• Pin Code **721429**

2.Institutional status

• Affiliated / Constitution Colleges **Affiliated**

• 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. **8250784262**
- Mobile **8250784262**
- 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/wp-content/uploads/2024/05/AQAR-2022-2023.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<http://egrassbcollege.ac.in/wp-content/uploads/pdf/College-Academid-Calendar-2023-2024.pdf>

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 |
| Cycle 3 | B | 2.43 | 2024 | 21/09/2024 | 20/09/2029 |

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 |
|-----------------------------------|-----------|----------------|-----------------------------|----------|
| NA | NA | NA | NA | 0 |

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 4

- 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)

IQAC takes steps for ISO certification of the college. ISO certification is done on College Management and Environment Management - ISO 9001 : 2015 and ISO 14001 : 2015.

IQAC proposes for proper Waste Management of the College and inspires the College Authority to sign MOUs - 1 with Hulladek Recycling for e-waste management and another with local Municipality for day to day Bio-Waste Management.

IQAC takes steps for submission of IIQA of the College to NAAC on 29.12.2023.

IQAC takes steps to submit AQAR for 2022-2023 on 30.04.2024.

IQAC submits SSR of the College on 29.02.2024 within due date after submission of IIQA.

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 |
|------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| To increase and upgrade the use of ICT in teaching learning process. | Smart class rooms for the Departments of Chemistry, Zoology and for the Conference Hall of the college are set up. Computers and accessories are purchased for the department of Physics and the college library. |
| To purchase more Research Books and Journals in the library. | Four new journals are subscribed, renewal of one journal(N List) is done and sixty four new books are purchased for the college library. |
| To take initiative for another RET for the Research Centre of the college. | The affiliated university i.e.VU conducted RET on 05/10/2023. The College Research Centre held interview on 03/01/2024. Two candidates qualifying RET registered their names as Ph.D. scholars at our Research Centre. Other 15 candidates having qualified NET/SET/GATE/M Phil have registered their names as Ph. D. scholars at our College Research Centre. |
| To introduce new Certificate Courses for the college. | One New Certificate Course is introduced in the Dept of Botany |
| To take steps for submission of AQAR for 2022-2023 and SSR of the college to NAAC. | IIQA of the college was submitted on 29/12/2023 and it was approved on 17/01/2024.SSR was submitted to NAAC on 29/02/2024.AQAR for 2022-2023 was submitted on 30/04/2024. |
| To prepare the college to face NAAC inspection within 2023-2024. | The college authority constituted an SSR Preparatory Committee acting under IQAC to prepare the college to face NAAC inspection. Besides the seven NAAC Sub-committees perform their best to prepare all data and documents to face NAAC |

| | |
|--------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | inspection. Ultimately NAAC Peer Team visits the college on 26-27/06/2024 and the college becomes graded by NAAC. |
| To make the Alumni Association of the college more active. | Renewal of the registration of the Alumni Association for 2023-2024 is done. A free medical camp is organised by the Association on 28/01/2024. |
| To transmit knowledge through holding seminars and workshops. | A total number of nine seminars/ conferences/ workshops are organized during the year |
| To hold awareness programme on Community development issues. | Four NSS units and one NCC unit are operative enough to conduct various awareness programmes on community development |
| To encourage the faculties to be engaged in research works. | Two faculties completed Ph. D. degree during the year. Twenty faculties are presently pursuing Ph. D. researches. |
| To encourage the students to participate in N.S.S. activities and N.C.C. programmes. | Thirty five students are registered as NCC Cadets and 237 students are registered as NSS volunteers during the academic year |
| To put emphasis on the drives for campus beautification. | All efforts are undertaken to beautify the campus specially keeping in view the proposed NAAC Visit to the college. Both the flower garden and the kitchen garden of the college are will decorated with plants. The road inside the campus is built with beautiful and colorful blocks. |

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

| Name | Date of meeting(s) |
|-------------------------------|--------------------|
| Governing Body of the College | 07/12/2024 |

14. Whether institutional data submitted to AISHE

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 KUAMR TAMILI |
| • Designation | Principal |
| • Does the institution function from its own campus? | Yes |
| • Phone no./Alternate phone no. | 03220244073 |
| • Mobile No: | 09434014248 |
| • Registered e-mail | info@egrassbcollege.ac.in |
| • Alternate e-mail | tamilidk@gmail.com |
| • Address | AKLABAD, P.O. + P.S. - EGRA, DIST. - PURBA MEDINIPUR |
| • City/Town | EGRA |
| • State/UT | WEST BENGAL |
| • Pin Code | 721429 |
| 2.Institutional status | |
| • Affiliated / Constitution Colleges | Affiliated |
| • 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. | 8250784262 | | | | |
| • Mobile | 8250784262 | | | | |
| • 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/wp-content/uploads/2024/05/AQAR-2022-2023.pdf | | | | |
| 4.Whether Academic Calendar prepared during the year? | Yes | | | | |
| • if yes, whether it is uploaded in the Institutional website Web link: | http://egrassbcollege.ac.in/wp-content/uploads/pdf/College-Academid-Calendar-2023-2024.pdf | | | | |
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| Cycle 3 | B | 2.43 | 2024 | 21/09/2024 | 20/09/2029 |
| 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 | |
| NA | NA | NA | NA | 0 | |
| 8.Whether composition of IQAC as per latest NAAC guidelines | | | Yes | | |
| • Upload latest notification of formation of IQAC | | | View File | | |

| | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|--|
| 9.No. of IQAC meetings held during the year | 4 | |
| <ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | Yes | |
| <ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report | View File | |
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| <ul style="list-style-type: none"> If yes, mention the amount | | |
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| IQAC takes steps for ISO certification of the college. ISO certification is done on College Management and Environment Management - ISO 9001 : 2015 and ISO 14001 : 2015. | | |
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| 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 |
|------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
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| To purchase more Research Books and Journals in the library. | Four new journals are subscribed, renewal of one journal(N List) is done and sixty four new books are purchased for the college library. |
| To take initiative for another RET for the Research Centre of the college. | The affiliated university i.e.VU conducted RET on 05/10/2023. The College Research Centre held interview on 03/01/2024. Two candidates qualifying RET registered their names as Ph.D. scholars at our Research Centre. Other 15 candidates having qualified NET/SET/GATE/M Phil have registered their names as Ph. D. scholars at our College Research Centre. |
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| | seven NAAC Sub-committees perform their best to prepare all data and documents to face NAAC inspection. Ultimately NAAC Peer Team visits the college on 26-27/06/2024 and the college becomes graded by NAAC. |
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| 13. Whether the AQAR was placed before | Yes |

| | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| statutory body? | |
| <ul style="list-style-type: none"> Name of the statutory body | |
| Name | Date of meeting(s) |
| Governing Body of the College | 07/12/2024 |
| 14. Whether institutional data submitted to AISHE | |
| Year | Date of Submission |
| 2022-2023 | 05/04/2024 |
| 15. Multidisciplinary / interdisciplinary | |
| <p>Being an affiliated College to Vidyasagar University of West Bengal, Egra Sarada Shashi Bhusan College has been preparing itself all along to elevate itself into a holistic and multidisciplinary institution. The College has set it as its vision to become an educational hub for the 21st century learners. By introducing holistic and multidisciplinary education system the college aims to make itself as a destination for an all-round development of the students-intellectual, moral, social, physical and others. A few sections of UG curriculum introduced by VU reflect multidisciplinary approaches. In undergraduate education integration of Humanities, Arts with Science and Commerce produce learning outcomes. The College offers 'Environmental Studies' as a common programme to all the students of Arts, Science and Commerce streams at the level of Sem. - II. Again students of all undergraduate programme under the present curriculum have to study English as AECC (Elective) which is a compulsory course for Arts, Science and Commerce streams at Sem.- I under CBCS curriculum. Even project works are a compulsory part of Environmental studies which is a common academic exposure to all UG students of the college. The college offers regular participation of students in value-based education and activities in the areas of community development and extension / outreach programmes. It is obviously a multidisciplinary approach to academic credits of the students. But the present curriculum of the affiliating University do not include any credit-based course / project in such areas. Multidisciplinary / Interdisciplinary approach to academic expose in best reflected in the policy of the college to open a Research Centre under V.U. named as "Coastal Environmental Studies".</p> | |

16.Academic bank of credits (ABC):

Egra Sarada Shashi Bhusan College is affiliated to Vidyasagar University. All types of certificates or diplomas are awarded to the students after successful completion of their courses by the affiliating University. Therefore, initiatives in the matters of creation and implementation of the Academic Bank of Credits (ABC) as proposed by NEP 2020 does not lie within the ambit of an affiliated College. It is the absolute prerogative of the affiliating University. However, no such initiatives are taken so far by Vidyasagar University. The curriculum structure framed in recent time by the University bears no sign of introducing ABC still now. However, within the existing system of examination under V.U., Students enjoy the benefit of carrying forward their academic score and credits from one semester to another semester. Though the University has not yet become able to introduce the benefits of multiple entries and exists for the students under their chosen specific programmes. The college is not yet in a position to offer to a student a scope of pursuing any online or distance-mode course while studying a regular course.

17.Skill development:

In modern education emphasis has been put on skill enhancement of the learners. Therefore, integration of skill development with traditional academic programmes has become a very common view in the curriculum of almost all the Universities of the country. With a view sufficient skill development in the students, Egra Sarada Shashi Bhusan College has introduced vocational courses of studies for its learners w.e.f. 2018 with approval from UGC and NSQF. The B. Voc. Courses which are offered by the college for studies are 'Software Development' and 'Theatre Studies'. Another diploma course of study on 'Greenhouse Technology' under B.Voc. Programme has also been introduced as skill development course. Besides the College has organized various training programmes, specially on software application for the students as well as for the staff of the College. Every year a special drive is undertaken for the members of Students' Union and the teaching and the non-teaching staff of the college to enhance their skills for running the online admission procedure for 1st Semester students successfully. A team of software development experts from outside organizations like 'Anonsoft Web Developers, Kolkata', Infotech Lab., Kolkata and COHA (for Library) etc. is hired to organize training programs in this regard.

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

Indian knowledge system includes knowledge flourished and developed both in ancient Indian and modern India in respect of India's preset socio-economic set up involving education, health, environment, economy, history etc. The College follows the CBCS pattern of curriculum introduced by V.U. which integrate both sources of knowledge in meaningful ways for holistic development of the students as well as other stakeholders of the College. The College is in a position to deliver such knowledge to its seekers through both online and offline modes of communication. In class-room as well as in online mode of delivery teaching-learning system is carried in Bengali, Sanskrit and English. Outside the class-rooms often communication is made through local dialect of Bengali which is nothing but an amalgamation of Bengali and Oriya, since many students from border areas of West Bengal and Orissa get admitted into the College everywhere and they feel comfortable in local dialect for communication. For imparting Indian Knowledge system to the students, the college has introduced subjects like Mathematics, Philosophy, History, Music, Literature, Nutrition, Political Science, Physical Education etc. While study of Bengali and English produce a knowledge of both regional and commonwealth cultures, the study of Sanskrit Literature introduces its learners to the Vedic ways of learning and our cultural heritage. Indian knowledge base is strengthened in the students by organizing various cultural programmes / competitions, observance of various important days of national importance, celebration of festivals, games and sports of Indian origin by the College. Class-room lectures in all the subjects (except Sanskrit) are delivered in bilingual mode (English and Vernacular). Teachers are also advised to provide study materials to the students in both English and Vernacular. Even in English (Honours and General) classes, vernacular is used as a needbased approach to fruitful delivery of education. Bengali language is used for easy communication with students in and outside the class-room.

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

Outcome based education and student-centric learning are the areas of priority where Egra Sarada Shashi Bhusan College has been trying to frame its own policies all along. The College has already introduced and completed a good number of certificate / add-on courses to offer skill-based education as well as hands-on training programme like mushroom cultivation / add-on courses to offer skill-based education as well as hands-on training programmes like mushroom cultivation, vermicomposting, Jam-Jelly preparation etc. Certificate courses on Spoken English and Spoken

Sanskrit as produced by the college obviously generated same skill-based outcomes in the participants. Besides programme specific outcomes and course-outcomes of each of the programmes offered by the college for both UG and PG learners have already been circulated through the college website for general awareness of the students and their parents. Teaching and non-teaching staff of the college beginning of each academic session by the Academic Committee and IQAC. Attempts and an to develop problem-solving skills of the skills by arranging debates, quizzes and by introducing various add-on courses. Steps have been taken to develop moral and humanistic qualities of the tearers by creating scopes like introducing certificate courses on Value-added Courses, organizing seminars on moral values and holding training camps on Yoga and Physical Exercises. Job-oriented training skills have also been developed among the students by offering them courses on Vocational Programmes like Software Development, Theatre Studies and Greenhouse Technology on one hand and by introducing certificate courses like Mushroom Cultivation, Bee-keeping, Vermi-composting etc. on the other. OBE is assured at the college by engaging the students into various curricular, Co-curricular and extra-curricular activities. Another step to secure OBE, the college encourages the students to participate in various inter-university, inter-state and intra-college competitions of Games and Sports where the participants have performed well with certificates and trophies of recognition. Emphasis on OBE is reflected at the institution's continuous encouragement to the teachers of the college for their engagement in research studies. In consequence as may as 05 faculties are ready to submit their Ph.D. thesis and One faculty has bagged the Ph.D. degree within the assessment year.

20.Distance education/online education:

Following the imperatives of NEP 2020, Egra Sarada Shashi Bhusan College is all ready to impart education through ODL mode with its present infrastructural set-up. During the Pandemic (COVID-19) period the College has developed strategies of conducting online classes using Google Meet, LMS etc. Even online examinations and also conducted successfully during the period as per directives of the affiliating University. The teachers delivered lectures, provided study-materials and even organized many teachers-parents, teachers-students meets through online mode using social media and emails. Several departments organized webinars / special lectures / lecture-series etc., sometimes individually and sometimes in collaboration with other colleges using online mode of communication. Even some of our faculties

opened YouTube Channels to reach to their students with sufficient course-contents and study materials. Various ICT tools like WhatsApp, Facebook, YouTube Channels, PPT, INFLIBNET are used still now at the College to enhance the learners' learning experiences. The College encourages integrating technology and all digital media with face-to-face learning. Teaching-Learning process in hybrid mode is now at a convenient position at the College, as the College has set up as many as five smart classrooms and conference room within the assessment period. Even much before NEP2020 coming into force, Egra Sarada Shashi Bhusan College has been running several courses through distance mode by opening branches of Netaji Subhas Open University and DDE of Rabindra Bharati University.

Extended Profile

1.Programme

1.1 546

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

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.Student

2.1 4309

Number of students during the year

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.2 1650

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

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.3 882

Number of outgoing/ final year students during the year

| 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 | 70 |
| 4.2 Total expenditure excluding salary during the year (INR in lakhs) | 240 |
| 4.3 Total number of computers on campus for academic purposes | 82 |

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| 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 | |
| <p>Egra Sarada-Shashi Bhusan College abides by this motto in heart. For this sole motto, the institution makes an effective curriculum delivery through a well-planned and documented process.</p> <p>At the very beginning of the new academic session in each year, in</p> | |

presence of the president (Principal), meetings of Academic Subcommittee are organized under the supervision of IQAC.

The outcomes of such meetings are –

- The College Academic Calendar of specific session is prepared in connection with the Academic Calendar issued by Vidyasagar University.
- The Routine Committee prepares the Master Time Table (UG & PG) for academic sessions which is distributed to the respective Heads of the Departments for making their departmental routine.
- In academic sub-committee meetings, it is also resolved that books, journals etc. for the syllabi are to be purchased and handed over to Central Library.
- Academic subcommittee in the presence of Principal and coordinator of IQAC implements strategies for curriculum delivery by fixing schedules for Internal Assessment, evaluation process, teaching-learning methods etc.

Career counseling has also been done by various departments to ensure students to identify their interests, skills, values and to find for them suitable profession as career options. This also assists in setting realistic and achievable career goals for the students studying in the college.

| File Description | Documents |
|-------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Upload relevant supporting document | No File Uploaded |
| Link for Additional information | https://drive.google.com/file/d/1-oGDWS9Ky1xF9vwcOyrL0hCAk6vNXr7d/view?usp=sharing |

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 address to the 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 made 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 covers the 50% of the syllabus and the second covers the rest. It comes more

beneficial to the students for completion of the course and marks securing. 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 | No File Uploaded |
| Link for Additional information | https://egrassbcollege.ac.in/wp-content/uploads/pdf/College-Academic-Calendar-2023-2024.pdf |

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

| 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

0

| 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)

1

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

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

37

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

37

| File Description | Documents |
|-------------------------------------------------------------------------------------|---------------------------|
| Any additional information | View File |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | View File |

1.3 - Curriculum Enrichment

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

Egra Sarada Shashi Bhusan College is affiliated to Vidyasagar University and strictly follows the curriculum and Academic

Calendar prescribed by the affiliating University. It follows the syllabus as prescribed that includes several crosscutting issues which are relevant to gender, human values and professional ethics, and environment and sustainability into the curriculum. The institution also delivers the issues into the curriculum so that it becomes fruitful and the teaching - learning process becomes effective.

Gender related issues are covered by both Under Graduate and Post Graduate Bengali, and the departments of English, Sanskrit, History, Geography, Philosophy and Political Science. This entire syllabus has covered a wide range of topics on gender equality, gender awareness, women empowerment, the rights of women and movements and spreads awareness among the students and a special paper prescribed on the women's writing (for example in English literature, Sem V, CC 12, Political Science, Sem I, CC 1) is taught in classes to spread the knowledge of women's rights, the structure of patriarchy and the oppression of patriarchal society across the world etc. Egra SSB College regularly organizes many awareness programmes on gender sensitization and equality and very often these programmes such as 'Save the Girl Child', and 'Prevention from Sexual Harassments'. The Internal Complaints Committee (ICC) and (previously) The Women's Cell make sure that the campus remains a gender-neutral zone. Throughout the year many values added programmes are conducted by the college.

| 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 | View File |

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

20

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

1.3.3 - Number of students undertaking project work/field work/ internships**2840**

| 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 | A. All of the above |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|

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

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

A. Feedback collected, analyzed and action taken and feedback available on website

| File Description | Documents |
|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------|
| Upload any additional information | No File Uploaded |
| URL for feedback report | https://egrassbcollege.ac.in/about-us/igac/feedback/ |

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

2907

| File Description | Documents |
|-----------------------------------------|---------------------------|
| Any additional information | View File |
| 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

662

| File Description | Documents |
|---------------------------------------------------------------|---------------------------|
| Any additional information | View File |
| 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 system of our college, the institution each and every year arranges different special programmes for advanced learners as well as slow learners. This year also are arranged different schedules and charts, department-wise for the purposes. 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 faculties and they prepare a list for their advanced or weak points. The Principal of our institution has made a schedule for each and every department. As per leisure period, concerned faculties generally meet with the weak students of the departments to solve out their problems. Besides provision for the development of weak students has been created in the college routine. Classes have been arranged for weak students of all semesters in the form of tutorial classes.

| File Description | Documents |
|-----------------------------------|---------------------------|
| Link for additional Information | Nil |
| Upload any additional information | View File |

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

| | |
|--------------------|--------------------|
| Number of Students | Number of Teachers |
| 4194 | 89 |

| 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

STUDENT CENTRIC METHOD: Egra S.S.B. College aims at enriching the students' learning experience. This is done by taking up students' centric methods. These include experimental learning, participative learning and problem-solving methods within the classrooms as well as outside the institutional campus. As a result, experimental learning like field work, field visit, project works, departmental excursion, departmental seminars, internships and poster presentation conducted at UG and PG level by different departments like Geography, Zoology, Botany, Nutrition, Chemistry, Bengali, English, Sanskrit etc. The sole aim of these activities is to encourage the students to learn and then do of their own. Apart from these activities, students are engaged to participate in various co-curricular activities, annual sports and festivals like freshers' welcome, farewell programme, teachers' day celebration, sports competition etc. Students are inspired to write articles of their own for the publication of annual magazines of different departments. Wall magazine is also published by the students of different departments. In addition to this, cleanliness drive, tree plantation programmes, Yoga camps, Eco-club programmes along with community developments programme are regularly conducted by the college to make the students concerned of their duties and responsibilities, keeping their body and mind fit and fine.

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |
| 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 an adopted process at our college to conduct classes or practical classes. 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 use this 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

66

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

2.4 - Teacher Profile and Quality

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

89

| 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

03

| File Description | Documents |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| Any additional information | View File |
| 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

89

| 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 examination 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 | https://egrassbcollege.ac.in/support-structure-services/grievance-redressal-cell/ |

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

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) | View File |

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

As per the syllabus of Vidyasagar University each department follows POs and COs relating to evaluation system. Attainment of these COs and POs has been undertaken through following methods

1. Direct Method : The marks scored by the students for each paper in internal assessment and external assessment has been credited on mark sheets through filling up in examination portal of Vidyasagar

University. The relation of examination system maintained by examination cell, which is formed under the supervision of the Governing Body of our college. One of senior faculty members is assigned as co-ordinator of examination cell who takes care for all the measures to conduct the examinations of the college smoothly.

2. Indirect Method: The students of each semester are also evaluated through indirect method like response to co-curricular activities. POs and COs are evaluated by giving rating or grade on each activity. Some kinds of questionnaire also depicted in quantitative form. Co-relations of these systems are also given in

matrix format chart (See 2.6.1). Components of collected data influence the attainment level of the students. Students' learning process supports this method to understand the level of student's performance. Level of participation performance of each student is measured through different parameters relating to teaching learning process. An important parameter to measure the attainment of PSO is through the progression of students towards higher education and placement of students in Govt/Corporate jobs through competitive examinations.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| 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

862

| 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)

https://drive.google.com/file/d/16nCdaoDJPh_2QsufucmYUPHaHFv8TTrA/view?usp=sharing

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)****42**

| 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) | View File |

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****2**

| 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****09**

| 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

13

| 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

15

| 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

Throughout 2023-2024, Egra S.S.B. College actively engaged students in extension activities aimed at fostering holistic development and social awareness. Led by the NSS units, various

initiatives sensitized students to pressing social issues while instilling a sense of responsibility and empathy. The observance of World Indigenous Peoples Day, Fit India Movement, and World AIDS Day underscored the college's commitment to global concerns, with substantial student participation. Additionally, events like Students Week Celebration and National Youth Day celebrated youth potential and leadership, involving a significant number of students. The Winter Special Camp provided a platform for experiential learning and community service, while the Awareness of Adenovirus and Dengue Awareness Camps addressed health education. Collaborating with the 46 Bengal Battalion NCC, the "No Smoking No Cancer" campaign promoted health consciousness. Moreover, the college facilitated visits to an Old Age Home, fostering intergenerational understanding and compassion. Blood Donation Camps organized by the Alumni Association saved lives while career counseling programs guided students towards informed choices. The impactful extension activities extended beyond the college premises, as demonstrated by the celebration of Raksha Bandhan in the Egra Municipality Area and distribution drives for essential items by the Students Union. Overall, these endeavours not only sensitized students to diverse social issues but also empowered them to become conscientious citizens contributing positively to their communities.

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

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

00

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

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

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

00

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

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

00

| 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) | No File Uploaded |

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

04

| 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

07

| 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.

Response:

- The journey of Egra S.S.B College started 55 years back with minimum infrastructure and physical facilities. Within few years, the college has been equipped with a well-maintained Administrative Building, Classrooms, Laboratories, Smart Classrooms, Library, Seminar Hall, ICT enabled Classrooms, separate Common Room for Boys and Girls with indoor game facilities, and computing equipment to adapt to the futuristic Education System.
- In front of each department, there is a notice board from where students can access their class routine and academic

information, also a magazine board where students display their creative writings and attractive paintings which bring forth their hidden talents.

- There are 03 water coolers to provide RO purified cold drink water to students and staff.
- The college possesses a large well-furnished, air-conditioned, automated, open-access central library with more than 39,479 books, 3828 e-journals, e-books, e-journals, magazines, and weekly and daily newspapers (both English & Bengali). There is a large reading room with 100 students' capacity. Each department has a seminar library.
- For the benefit of students, there are 9 well-equipped laboratories for Chemistry (2 labs), Zoology (2 labs), Botany (1 lab), Nutrition (1 lab), Geography (1 lab), Mathematics (1 Lab) and Commerce Lab (1) which are catering to the needs of the students. Apart from these, the Physics Department does possess high quality classroom with Lab facilities. To get on with modern technology, all the Departments of Science, Arts, Commerce, Professional and Vocational courses have computer facilities along with internet connection.

Thus, all these facilities are provided to the students to keep pace with modern technology.

| 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.

- The College has a well-decorated, fully furnished Theatre Hall where almost all the cultural programmes of various departments take place at various times in the whole year. The college has created a homely atmosphere for cultural as well as extracurricular activities inside the Campus with the guidance of the Cultural Sub-Committee in collaboration with the department of Theatre Studies (UGC) so that the students may develop themselves in all spheres, keeping pace with the modern education system. The Cultural Committee and

Magazine Sub-Committee of our institution look after the various cultural activities to be performed during Freshers' Welcome, Teachers' Day, organizing quizzes, debate competitions, celebrating national and international and commemorative events in the College Campus. The NSS department of our college also performs an important role in celebrating different national events like 23rd and 26th January, 15th August etc. Again, participation of students in various sports and games for which the outdoor and indoor stadium have been established by the College authority, that develop the sports' spirits of both the teachers and students of the college. All these help the students in developing interpersonal interaction, team-spirit, leadership quality and personality that act as the gems of our institution.

| 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.

21

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

21

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

18.70

| 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)

Egra Sarada Shashi Bhusan College Library has emerged in 1968 as a Knowledge Resource Centre mainly catering to the needs of the Faculty, Administrative Staff, Research Scholars and Students towards accessing information. The total area of the existing library building is 4993 sq ft. There is a regular subscription of leading Newspapers, Magazines and Journals, non-book material thereby augmenting the library as a rich source of knowledge. It consists of research books, rare collections, career-related books etc. The books are classified under the scheme of Dewey Decimal Classification. The entire database of the library is kept in Koha an open-source Integrated Library Management Software which is installed in the year of 2017. The retro conversion work is almost done and the barcoding technology is also used at the same time. Along with these the library is now enriched with E-resources which are subscribed by our institution through INFLIBNET NLIST. There is another achievement of the College Library in 2019 i.e. installation of KOHA ILMS in Cloud Server, So that users can remotely search the library catalogue at any time and from anywhere. There is a separate Wi-Fi zone in the library for the users where they can get the facility to use the computer and internet.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| Paste link for Additional Information | Nil |

| 4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources | A. Any 4 or more of the above | | | | | | | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|-----------|-----------------------------------|---------------------------|---------------------------------------------------------------------------------------------------|---------------------------|----------------------------------------------------------------------------------------------------------------------|---------------------------|--|
| <table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Upload any additional information</td><td>View File</td></tr> <tr> <td>Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)</td><td>View File</td></tr> </tbody> </table> | File Description | Documents | Upload any additional information | View File | Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | View File | | | |
| 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) | | | | | | | | | |
| 0.1 | | | | | | | | | |
| <table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Any additional information</td><td>View File</td></tr> <tr> <td>Audited statements of accounts</td><td>No File Uploaded</td></tr> <tr> <td>Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)</td><td>View File</td></tr> </tbody> </table> | 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 | |
| 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 | | | | | | | | | |
| 61 | | | | | | | | | |
| <table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Any additional information</td><td>No File Uploaded</td></tr> <tr> <td>Details of library usage by teachers and students</td><td>View File</td></tr> </tbody> </table> | File Description | Documents | Any additional information | No File Uploaded | Details of library usage by teachers and students | View File | | | |
| File Description | Documents | | | | | | | | |
| Any additional information | No File Uploaded | | | | | | | | |
| 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 | | | | | | | | | |

Library Computer Facility: Egra S.S.B College is equipped with advanced computer facilities, comprising a Central Computer Laboratory and additional labs in the Department of Commerce, Zoology, Geography, and Mathematics. These labs collectively house 32 state-of-the-art computers, each connected to a high-speed 200Mbps internet service. The Central Computer Laboratory is further enhanced with a cutting-edge 65-inch LED touch panel. Google Workspace for Education Egra S.S.B. College, a prominent educational institution, has embraced the technological era by incorporating Google Workspace for Education into its daily operations. This strategic move has revolutionized the learning environment, making it more collaborative, efficient, and dynamic. Google Workspace for Education is a comprehensive suite of cloud-based tools that includes Gmail, Google Drive, Google Docs, Sheets, Slides, and many more. Egra S.S.B. College has harnessed the power of these applications to enhance communication, collaboration, and productivity among students, teachers, and administrative staff.

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

4.3.2 - Number of Computers

82

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

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)**

240

| 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 Subcommittee, Laboratory Sub-Committee, Building Sub-Committee, and 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/wp-content/uploads/2025/01/Meeting-Resolution-2023-2024.pdf |

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 benefitted by scholarships and free ships provided by the Government during the year

0

| 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 benefitted by scholarships and free ships provided by the Government during the year (Data Template) | No File Uploaded |

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

0

| File Description | Documents |
|-------------------------------------------------------------------------------------------------------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | No File Uploaded |

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

E. none of the above

| File Description | Documents |
|-----------------------------------------------------------------------------------|------------------|
| Link to institutional website | Nil |
| Any additional information | No File Uploaded |
| Details of capability building and skills enhancement initiatives (Data Template) | No File Uploaded |

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

85

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

85

| File Description | Documents |
|------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| Any additional information | View File |
| Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template) | View File |

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

A. All of the above

| File Description | Documents |
|------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | 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

0

| File Description | Documents |
|---------------------------------------|------------------|
| Self-attested list of students placed | No File Uploaded |
| 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

60

| File Description | Documents |
|----------------------------------------------------|---------------------------|
| Upload supporting data for student/alumni | View File |
| 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**3**

| 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.****3**

| File Description | Documents |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| e-copies of award letters and certificates | View File |
| 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) | View File |

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/wp-content/uploads/2023/03/Sub-Committees-formed-by-the-G.B.pdf |
| Upload any additional information | No File Uploaded |

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 an 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) The Association started its journey in 2014. Prof. Bimal Narayan Nanda is the President, Prof. Sougata Sahoo is the Secretary, Mr. Uday Sankar Paul is the Treasurer of the Association. The activities of the Egra Sarada Shashi Bhusan College Alumni Association in the assessment period include the following: 1. Arranging social events including Annual reunions since its inception for its members providing platform for interaction and socializing. 2. Organizing community service initiatives. 3. Placement & Career Guidance Assistance. 4. Organization of COVID-19 Sanitizer distribution Camp. 5. Blood donation camp. 6. Organising Awareness program on Adenovirus 7. Alumni Meet 8. Organising Rabindra Najrul Sandhya 9. Organising a cultural program based on the theme "Bangla Moder Garbo"

Future Plans:

- To extend support to parent organization by contributing towards development.
- To enhance mutually beneficial lifetime link between the college and its community of alumni by organizing social events, cultural programs etc.
- For proper documentation of the history and legacy of Egra S.S.B College
- To extend economic help to meritorious, poor and needy students as endowment or scholarship.
- To organize programs related to social welfare.

| File Description | Documents |
|---------------------------------------|-------------------------------------------------------------------------------------------------|
| Paste link for additional information | https://egrassbcollege.ac.in/our-alumni/ |
| Upload any additional information | View File |

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 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 non-traditional courses, different job oriented courses and vocational training in our institution. Our objective behind this inclusive kind of education system is mainly to cope up with the new NEP regulations and its implementation from Academic Session 2023-24 onwards. We also aim–

- To spread Higher Education amongst the new generation.
- To equip and empower students by providing relevant knowledge competence and creativity.
- To empower female students through providence of different scholarships and through building a congenial academic atmosphere for them.
- 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.
- To encourage the students in nation building activities.

| File Description | Documents |
|---------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| Paste link for additional information | https://egrassbcollege.ac.in/mission-and-vision/ |
| Upload any additional information | View File |

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

The Governing Body, as the highest policy making body, is at the top of the structure, representing different cross-sections of population and provides overall guidance/supervision and a

deliberate framework. Various academic and administrative subcommittees are functioning under the leadership of the Principal. Being the academic and administrative Head of the institution, he provides valuable guidance in planning and organizing all the academic and other related activities in the campus. The powers are classified and delegated to all Heads of the Departments who delegate the duties and responsibilities to the staff members concerned, so that it is executed and implemented in the college. The statutory Bodies of the college are:

- The Governing Body.
 - Academic Sub-Committee.
 - Finance Sub-Committee.
 - Purchase Sub-Committee.
 - Building Sub-Committee.
 - The Teachers Council.
- Various committees in the college help in monitoring and facilitating several academic and administrative functions to maintain decentralization of power. The list of committees is given below as per the recommendation of the Governing Body of the college in its meeting held on 21.09.21 and its status is functional till the present date:
- Admission Committee
 - Anti-Ragging Committee
 - Committee for Prevention of Sexual Harassment
 - Grievance Redressal Cell
 - Internal Quality Assurance Cell
 - Research Sub-committee
 - Cultural Sub-committee
 - Sports Sub-committee
 - Service book, Pension and Arrear committee
 - Library Committee

| File Description | Documents |
|---------------------------------------|---------------------------------------------------------------------------|
| Paste link for additional information | https://egrassbcollege.ac.in/ |
| Upload any additional information | View File |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Perspective and strategic plans are laid out at the beginning of the academic session.

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.

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: A total number of 17 scholars are enrolled in the Research Centre during the 2023-2024 Academic Session.

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

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.

Administration and Finance: The matter of administration and finance is looked after through different bodies and sub-committees of the college from time to time.

Industry Interaction / Collaboration: For the session of 2023-24 a MoU has been signed with Dhumabati Agri Clinic and Agri Business Centre has been signed.

Academic Collaboration: For the session of 2023-24 a total number of 3 MoUs have been signed with Haldia College, Swarnamoyee College and Target Career Counselling on different academic aspects.

| File Description | Documents |
|--------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Strategic Plan and deployment documents on the website | View File |
| Paste link for additional information | https://egrassbcollege.ac.in/wp-content/uploads/2024/02/6-2-1-Institutional-Perspective-Plan.pdf |
| Upload any additional information | View File |

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, with library staff through Head Librarian 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 | https://egrassbcollege.ac.in/organogram/ |
| 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 | View File |
| Screen shots of user interfaces | View File |
| Any additional information | No File Uploaded |
| 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

- College has its own staff credit co-operative society for providing hassle free loans to teaching and non-teaching staffs of the college.
- Teaching staff members are provided with CAS benefit and incentive increments as per Govt. norms.
- General Provident Fund for all the teaching and non-teaching staff is ensured through Government Treasury as per Government rules.
- All types of leave are allowed as per the University Statute and Government regulations.
- All permanent employees are allowed to draw medical allowances as per the state government guidelines. Staffs are encouraged to join Government Health schemes -West Bengal Health Scheme.
- Festival advance is given to non-teaching employees before Durga Puja.
- The college consistently organizes periodic training sessions encompassing administrative training, internal management training, and software training for both teaching and non-teaching staff.
- The college authority deposits EPF on behalf of those casual staffs.
- Medical camps are periodically organized by NSS unit of the

college for health and eye check-up of its staff members.

The staff members are entitled to enjoy the facilities of indoor games and Gymnasium as well as canteen.

| 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

0

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

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

4

| File Description | Documents |
|---------------------------------------------------------------------------------------------------|---------------------------|
| IQAC report summary | View File |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers) | View File |
| Upload any additional information | No File Uploaded |
| 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 staffs.

- Promotion under Career Advancement Scheme (CAS) for Full Time Faculties and Non-Teaching Staff is done as per the rules of the Dept. of Higher Education, Govt. of W. B. from time to time.
- The institution is very supportive to ensure that all its faculty members as well as non-teaching staff meet the required criteria for career advancement (promotion).
- College authority always takes care that staffs are promoted timely.
- AAA is conducted to assess the performance of both teaching and non-teaching staffs for further improvement in the performance.
- The institute also encourages faculty members to apply for Major and Minor Research Projects under various Central / state Government schemes.
- The institute also encourages faculty members to pursue M.Phil & Ph.D from academic advancement.

The institute also encourages faculty members to attend seminars, workshops, FDP and to publish research articles regularly.

| File Description | Documents |
|---------------------------------------|---------------------------------------------------------------------------------------------------------------------------|
| Paste link for additional information | https://wbhed.gov.in/readwrite/uploads/1513600964.pdf |
| 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

The Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external) for Financial Resources and its proper mobilization in the college. The financial Audit is done and complete till the 2022-23 session both by the State Govt. and internally. The financial Audit of 2023-24 is yet to be done by the State Govt. and the Internal Audit is due as well. Although an estimated annual audit report is being

prepared by the office for the present financial year.

| 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)

00

| 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

The conduction of financial mobilization is done in the following way:

- 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.
- 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.
- 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 | No File Uploaded |

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

The Internal Quality Assurance Cell (IQAC) plays a major role in assessing and maintaining the overall quality of the Institution. Further, the cell monitors the updating process and the upgradation of the faculty and students as a whole. Being the very soul of the Institution, the primary motto of the IQAC is to contribute to the development and to evaluate the outcomes of the system. The IQAC cell guides the people of the institution on the quality aspects in teaching learning process, various activities carried out throughout the year, both academic and other co-curricular activities. The college also has conducted the third cycle of NAAC Visit with a CGPA point 2.43. It aims –

- To provide Quality Education.
- To monitor the entire process of the student centric teaching-learning practice.
- To enable the documentation process.
- To plan the effective and systematic functioning of the Grievances and Redressal cell.
- To provide a holistic Inclusive environment.
- To enable Value based Skill Education.

- To prepare and proceed for AQAR.
- To get prepared for NAAC accreditation

| File Description | Documents |
|---------------------------------------|---------------------------------------------------------------------------|
| Paste link for additional information | https://egrassbcollege.ac.in/ |
| 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 present the institution has completed the third cycle of NAAC with a CGPA point 2.43. The IQAC of the college has significantly implemented review systems for assessing institution's teaching-learning process; reformed structures and methodologies to achieve greater learning outcomes, first in view of implementation of the CBCS pattern at the UG level and at present the NEP Curriculum as per the guidelines of the MOE and the affiliating university. To trace out incremental improvements, feedback from different stakeholders is collected and analyzed to take necessary steps as per the requirement. As for the reformative and incremental development, the IQAC has contributed significantly to install and increase the number of ICT based smart classrooms. At present there are 15 ICT enabled class rooms, 04 Smart Classrooms and 02 LED board based class rooms. Apart from this the central library of the college has significantly been strengthened through automation with KOHA software and with addition of research oriented books to support the need of the PhD research scholars of the research centre of the college. At present there are 38,993 books, 52 print journals, 1,95,809 e-books & 6,293 e-journals in the library for accession.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of

B. Any 3 of the above

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)

| File Description | Documents |
|------------------------------------------------------------------------------------|---------------------------|
| Paste web link of Annual reports of Institution | Nil |
| Upload e-copies of the accreditations and certifications | View File |
| 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

Strict monitoring of gender equity:

- The college has an Internal Complaints Committee duly constituted as per guidelines. The contact numbers of members are displayed on campus and college website.
- In addition to this, the college has a duly constituted Anti-Ragging Committee and Discipline Committee to ensure safety and protect the interests of students.
- Online and offline mode of compliant registration for girl students are available for any violation of women's rights. Helpline no has been provided in the website.
- Every year, special lectures by invited speakers are organized by the departments and alumni association as well to spread awareness of gender rights, domestic violence, etc. among the girl students.
- To spread awareness among the girl students, a special paper as prescribed in the syllabus on Women's Writing (English literature, Sem-v, cc-12, Philosophy, Ge-2, Political Sciences sem-1, CC-1) is taught in classes to spread knowledge of women's rights, patriarchal oppression, etc.
- A special session for girl students at college Gymnasium is allotted keeping in mind the safety and security. A lady trainer is assigned for the smooth running of the gym during the session.

Common Rooms: • A separate Common Room for girl students is available.

| File Description | Documents |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| Annual gender sensitization action plan | https://egrassbcollege.ac.in/support-structure-services/icc/ |
| 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

B. Any 3 of the above

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

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

The institution has taken up some effective measures for different types of waste management within the campus. The institution has assigned a MOU with the local Municipality (Egra Municipality) in this regard. With the help of the Municipality Sanitary Department the college has setup two types of containers with different volumes (100 ltrs. / 60 ltrs. / 40 ltrs. / 20 ltrs.) in all the floors of the academic / administrative buildings for solid waste (both degradable and non-degradable types of waste). After collection of the solid wastes from the college campus in those containers, these are to be collected on daily basis by the local Municipality from the campus following the above mentioned MOU for necessary recycling. For liquid waste management (wet waste management) with help of the local Municipality on the basis of the terms and conditions laid down in the mentioned MOU, the college

has setup a pipeline for accumulation of the liquid waste from various departments of the college into a deep covered pit dug out in the campus. Those liquid wastes accumulated in the covered pit will be collected by the Municipality Dept. for necessary recycling from time to time. The College has also signed a MOU with Hulladek Recycling Pvt. Ltd. for proper management of e-waste of the college round the year. The College has also taken initiative for proper management of Biowastes from the Hostels of the College by opening Vermicomposting Units in the College which is environmentally sound and economically helpful.

| File Description | Documents |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Relevant documents like agreements/MoUs with Government and other approved agencies | View File |
| Geo tagged photographs of the facilities | https://erp.egrassbcollege.ac.in/IQAC/_24_IQAC_45348.5200097994Management%20of%20The%20Various%20Types%20of%20Degradable%20And%20Non-%20Degradable%20Waste.pdf |
| 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

A. Any 4 or all of the above

| File Description | Documents |
|---------------------------------------------------|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| 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

A. Any 4 or All of the above

| 4. Ban on use of Plastic 5. landscaping with trees and plants | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| File Description | Documents |
| Geo tagged photos / videos of the facilities | No File Uploaded |
| Any other relevant documents | View File |
| 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution | |
| 7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities | A. Any 4 or all of the above |
| File Description | Documents |
| Reports on environment and energy audits submitted by the auditing agency | No File Uploaded |
| Certification by the auditing agency | No File Uploaded |
| Certificates of the awards received | View File |
| 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 | B. Any 3 of the above |
| | |

| File Description | Documents |
|--------------------------------------------------------------------------|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| 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 | No File Uploaded |

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).

Mutual respect, strong interpersonal relationships, love for the country, clear communication, and explicit understanding are among the values the college instills in its students in order to foster an inclusive atmosphere that is tolerant of and harmonious with regard to cultural, regional, linguistic, communal, socioeconomic, diversities and in addition to promoting diversity, staff members model these principles for the students during each day of instruction. Socially backward students, such as those who are identified as ST, SC, OBC (non-creamy layer) communities, or minorities, are granted special admission advantages through the reduction of entry requirements, as well as opportunities for various forms of scholarships and incentives from the UGC, State Government, and institutional resources. Webinars are organised to inform students about different programs, for creating awareness of such as student credit cards and scholarships etc., enabling those who are struggling financially to take advantage of these benefits. Scholarship Helpdesk assists students who are deserving of higher education but are struggling financially. This is to assist them in obtaining financial aid from both public and private

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

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

Egra S S B College has introduced a certificate course on "Jivan-Samriddhi-A Technique of Luminous Life". The mentioned course aims at inculcating moral values in the students of the college. The course is run by the college under the monitoring of IQAC, especially under the supervision of the senior most IQAC member of the college Dr. J R Bhattacharya. The course is introduced on and from 19/04/2023. A total number of 100 students of the college in general register their names as participants. The course becomes completed on 29/06/2023.

IQAC of the College organized a seminar on "Importance of Value-Added Course in Our Life" on 27.04.2023 in the College. The resource person of the seminar was Swami Kamalasthananda, Principal, Ramkrishna Mission Vivekananda Centenary College, Rahara. No. of beneficiaries of the programme was 103.

IQAC holds a special talk on value education entitled "Stress Management and Joyfulness through Himalayan Medication" on 20.04.2024. Dr. Anirban Bhunia, Professor of Chemical Science, Bose Institution of Kolkata was the resource person. A total number of 155 participants attended the programme.

| 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.

A. All 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 | No File Uploaded |

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

Egra S. S. B. College celebrates / organizes national and international commemorative days, events and festivals round the year to promote wide scale awareness among different stakeholders of the college. The college holds all such programmes sometimes through its N.S.S. Units and sometimes through its departments. Students as well as the teaching and non-teaching staff of the college actively participate in all such programmes to give those a grand show. During 2023-2024 the college has celebrated as many as eight days of National and International importance.

| 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 | No File Uploaded |

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

A.J.C. Bose Eco Club is a grandstand from where one may learn about our local environment. The Eco Club's goals as a team are to help promote environmental awareness and atmosphere. This Club conducts programs and activities to assist students, teachers, and

staff to minimize pollution, plant trees, promote awareness, and others.

A.J.C Bose Eco Club plays an important role in creating environmental awareness amongst the future generation of the local community.

Objectives :

I. Establishing interactions with local students at the primary and secondary levels through educational exchange. II. Increasing awareness of tropical cyclones, and their effects on biodiversity, agriculture, and social stability. III. Syllabus Understanding the surrounding environment and interconnected communities IV. Apply relationship abilities for problem solving to Secondary and Higher Secondary disciplines.

Best Practice : 2

Located near the Bay of Bengal, Egra SSB College has long been a leader in both community involvement and academic performance. The college administration, working with stakeholders and environmental experts, took the bold decision to establish the Coastal Environmental Studies Research Centre (CESRC) under Vidyasagar University after realizing the need to use its intellectual capital and geographic advantage to improve coastal environments.

Objectives :

Engage researchers in a multidisciplinary way The basic objectives of the practice to-Identify flora and fauna of coastal environment

Isolate and purify economically and medicinally important bioactive compounds from coastal resources

Analyze the trend of climatic changes and their immediate long-term effect on environment

| File Description | Documents |
|----------------------------------------------|---------------------------|
| Best practices in the Institutional web site | View File |
| Any other relevant information | View File |

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

UNNAT BHARAT ABHIYAN

Transforming Rural Lives: Egra SSB College Nodal Centre

Since 2018, Egra SSB College has been a proud nodal site for the Unnat Bharat Abhiyan (UBA), actively supporting the program's rural development agenda. The Government of India's Ministry of Education's flagship program, UBA, enables universities like Egra SSB College to work with neighboring villages to promote sustainable development.

This objective is embraced by Egra SSB campus, which serves as a catalyst for nine adopted villages that are tucked away near the campus. By tackling regional issues and working together to develop solutions for a better future, UBA fosters a spirit of cooperation between the college and village communities. This collaboration promotes information sharing, gives people more authority.

Objectives:

Identifying Development Needs: In order to comprehend the particular difficulties and goals of chosen communities in areas such as livelihoods, infrastructure, healthcare, education, and agriculture, Egra SSB College works closely with them.

Evolving Sustainable Solutions : The institution creates and implements solutions that are relevant to the requirements of each town by using student creativity and academic expertise.

Enhancing Skills and Capacities: Through knowledge-sharing programs, capacity-building projects, and skill-development workshops, the college empowers the people and encourages their independence and entrepreneurial spirit.

Creating a Model for Inclusive Development: Other organizations and communities are encouraged to start similar life-changing journeys by Egra SSB College's UBA initiatives.

Egra SSB College becomes a true partner in rural development by actively participating in UBA, going beyond its function as an educational institution.

| 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

- Proper care should be taken for documentation all programmes and events.
- Library facility to be strengthened.
- Remedial classes for slow learners are to be streamlined.
- More attention is to be given for Canteen facility / Hostel facility.
- Attempts should be taken to introduce UGC sponsored add on courses to improve the career prospects of the students.
- Additional thrust should be given in faculty development activities.
- Language Lab is to be improved.
- More number of qualified and regular faculty needs to be appointed.
- Available sports facilities may be extended to the society for resource generation.
- The students support services especially the career guidance and counselling, soft skills development including spoken English skill are to be further strengthened.
- Skill Development Centre is to be established.