YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	SREE CHAITANYA MAHAVIDYALAYA
• Name of the Head of the institution	DR. SUBRATA CHATTERJEE
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03216237189
• Mobile No:	07003098336
• Registered e-mail	srchma@gmail.com
• Alternate e-mail	iqac.scm@gmail.com
• Address	P.O. Habra-Prafullanagar
• City/Town	Habra
• State/UT	West Bengal
• Pin Code	743263
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated College under West Bengal State University
• Type of Institution	Co-education
• Location	Semi-Urban

• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**West Bengal State University**
• Name of the IQAC Coordinator	**DR. PULAKESH SEN**
• Phone No.	**03216237189**
• Alternate phone No.	**08348820680**
• Mobile	**08348820680**
• IQAC e-mail address	**iqac.scm@gmail.com**
• Alternate e-mail address	**psendnc2011@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.sreechaitanyamahavidyalaya.ac.in/images/IQAC_NACC/AQAR-2020-21-Report.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.sreechaitanyamahavidyalaya.ac.in/images/IQAC_NACC/Academic%20Calender%20-2020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.80**	**2007**	**01/07/2007**	**30/06/2012**
Cycle 2	**B**	**2.45**	**2016**	**01/12/2016**	**30/11/2021**

6.Date of Establishment of IQAC	**16/04/2015**

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
Nil	**NA**	**NA**	**NA**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of	View File	

IQAC		
9.No. of IQAC meetings held during the year	**2**	
• 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)

1. The IQAC has continuously encouraged the teachers to attend Seminar, Workshop,Training programme and other faculty development programmes throughout the year. 2. IQAC in collaboration with different academic and extracurricular departments have arranged 12 (Twelve) Webinars & Workshops and 15 (Fifteen) Day-observation programmes, Students' activity programs, etc through 'Online' and 'Offline' mode. 3. It has also encouraged the NSS unit of the college to organize volunteers' Orientation programme, Health awareness camp, Health Check-up camp and social outreach programme throughout the year. 4. It has suggested the faculties to present research papers in Seminars and publish papers in several national/international Journals throughout the year. 5. It has also monitored the regular activities of existing committees, sub-committees of the college throughout the year. 6. The IQAC has collected, analyzed and the ATR (Action Taken Report) has been uploaded in college-website for the "Online Students' Feedback Report" in the academic session (2021-22). 7. The college has arranged 'Annual Sports', 'Annual Cultural Programme' under the supervision of IQAC. 8. The CDC (Career Development Cell) has run several programmes in this session under the guidance of the IQAC. 9. It has monitored the teachers to take ICT-classes & use ICT tools in their academic activities. 10. IQAC has taken active initiatives to process the career advancement scheme for the faculty members and service benefits for the non teaching staff members. 11. It has

worked jointly with the college authorities to restore the normal academic & administrative environment of the college in the post-pandemic era. 12. Under the supervision of IQAC, the college has signed 'MOUs' with many other institutions for academic exchange, organize socio-cultural programme, seminars/webinars, etc. throughout the year. 13. The IQAC has initiated and supervised Green Audit and Environmental Audit, Gender Audit, Energy Audit. 14. The IQAC has encouraged and supervised different departments to organize 'Special Lectures'.

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 attend Seminar, Workshop,Training programme and other faculty development programmes throughout the year	Teachers have successfully attended Seminar, Workshop,Training programme and faculty development programmes throughout the year.
To organize different academic and extracurricular departments Webinars & Workshops and Day-observation programmes, Students' activity programs, etc through 'Online' and 'Offline' mode	IQAC in collaboration with different academic and extracurricular departments have arranged 12 (Twelve) Webinars & Workshops and 15 (Fifteen) Day-observation programmes, Students' activity programs, etc through 'Online' and 'Offline' mode.
To organize volunteers' Orientation programme, Health awareness camp, Health Check-up camp and social outreach programme throughout the year by NSS unit	The NSS unit of the college organized volunteers' Orientation programme, Health awareness camp, Health Check-up camp and social outreach programme throughout the year.
To present research papers in Seminars and publish papers in several national/international Journals throughout the year	Faculty members have published 23 research papers in several national/international Journals throughout the year.
To collect, analyze and to prepare the ATR (Action Taken Report) for the "Online Students' Feedback Report" in the academic session (2021-22)	The IQAC has collected, analyzed and the ATR (Action Taken Report) has been uploaded in college-website for the "Online Students' Feedback Report" in

	the academic session (2021-22).
To organize career-oriented activities including development of Soft-skill, Communication skill and development of reasoning capability by the CDC (Career Development Cell)	The CDC (Career Development Cell) has run several programmes regarding these in this session under the guidance of the IQAC.
To motivate the teachers to take ICT-classes & use ICT tools in their academic activities	Teachers have taken several ICT-classes using ICT tools in their academic activities and the no. of classes taken in this mode have been steadily increasing.
To take active initiatives to process the career advancement scheme for the faculty members and service benefits for the non teaching staff members	Three faculty members and four non-teaching staff members have got their promotions in this period.
To collaborate with other Institutions by signing 'MOUs' for academic exchange programme, organize socio-cultural programme, seminars/webinars throughout the year.	Under the supervision of IQAC, the college has signed 6 (six) new 'MOUs' with different institutions for academic exchange, organize socio-cultural programme, seminars/webinars, etc. throughout the year.
To initiate and complete Green Audit and Environmental Audit, Gender Audit, Energy Audit in this year	The IQAC has initiated and supervised Green Audit and Environmental Audit in this year.
To encourage different departments to organize 'Special Lectures'	Different departments have organized 'Special Lectures' throughout the year.

13. Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	09/01/2023

15. Multidisciplinary / interdisciplinary

As the CBCS system is already running, most of the students from various departments can choose several Elective Subjects from the other deparments also. In that sense, most of the courses are 'interdisciplinary'.

16. Academic bank of credits (ABC):

Not yet started or notified by the Affiliating University (West Bengal State University)

17. Skill development:

Skill Enhancement Courses are there in all the Departments in our CBCS system where students have to complete two SEC-Courses of 2-credit each within their 3-year of UG-Degree curriculum. In addition, the CDC (Career Development Cell) has also organized several skill-development programmes throughout the year.

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

Several initiatives are taken by our institution to ensure the preservation, growth and vibrancy of Indian languages.

1. MIL (Modern Indian Language) courses are there in the existing CBCS-system. Students have to complete two courses of 2-credit each in any of the 'Modern Indian Language' within their first two years of study.
We provide Bengali, English and Sanskrit as the 'Modern Indian Language' courses for our students.

2. Moreover, Honours and General Programme have been introduced in three Modern Indian Languages, namely, Bengali, English and Sanskrit.

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

Focussing on Outcome based Education, the Institution monitors continuous quality improvement by maintaining academic standards in all spheres. The teaching methodology includes continuous evaluation and regular implementation of the curriculum. It tries to align with

the latest knowledge requirements and to meet specified learning outcomes, so that by the end of the educational experience, each student can achieve his or her desired goal.

20.Distance education/online education:

IQAC has made endevour for promoting online teaching. Covid 19 has induced a shift to digital pedegogy where digital technologies have been widely used in teaching and learning. Measures such as online classes, study materials, student support services through Mobile Apps, online examination is already in practice.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**25**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**2034**

File Description	Documents
Data Template	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**742**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**643**

File Description	Documents
Data Template	View File

3.Academic

3.1	**37**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**17**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**30**
Total number of Classrooms and Seminar halls	

4.2	**13.65**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**50**
Total number of computers on campus for academic purposes	

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

The college has a well-planned mechanism for curriculum delivery and documentation which can be illustrated as follows: 1. At the beginning of the academic session a meeting of the Academic Committee is held and every department follows the syllabus/CBCS-course-curriculum and allocates assignments to the teachers of the

respective department. 2. Number of classes for each course is assigned according to the curriculum and marks for each Subject / Paper etc. The Academic Committee prepares a Routine (separately for Arts, Science and Commerce faculty) for each semester/year under the supervision of the Principal. For PG-course, the respective Departmental Coordinator prepares a Routine and assign no of classes for each topic/paper as per the allotted marks. 3. We have an enriched library with open access system for the easeof use of the students.

4 . Various Teaching-Learning methods based on the specific needs of different subjects as well as different types of students are used to inculcate academic interest of thestudents such as: i) Chalk and Talk methods ii) ICT-enabled Teaching-Learning method iii) Tutorial classes for the studentsfor slow learners before Semester-end examinations. iv) Field works / Educational excursion are carried by some departments v) Class tests / Surprise tests are also conducted by some departments. vi) Seminars, Special lectures are arranged in some departments for advanced students.

5. Attendance Register is well maintained for each of the Courses which is taught at this Semester.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	http://www.sreechaitanyamahavidyalaya.ac.in/master_routine.php

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

1. The Academic Calender for the session: 2021-22 has been prepared and uploaded in the college website- "http://sreechaitanyamahavidyalaya.ac.in".

2. The affliating University (WBSU) also provides a tentativeAcademic Calendar for the conduct of regular classes as well as the external and internal examinations in the beginning of the session in the University Portal - "https://wbsu.ac.in/web/"

3. The college follows the time-duration for the 'Internal & External examinations' provided by the University.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.wbsuexams.net/

1.1.3 - Teachers of the Institution participate in `B. Any 3 of the above` **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**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	No File Uploaded

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

`25`

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)	View File

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)

2

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

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

120

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

0

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

The Institution organized several programmes related to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum throughout the year. 1. Several Webinars have been organized on "Environment and Sustainability Issues". 2. 'World Earth Day', 'World Environment Day' are observed. 3. NSS Unit has organized several programmes in this regard.

4. Initiatives have been taken to do the 'Gender Audit'.

5. Initiatives have been taken to do the 'Green Audit' & 'EnergyAudit'.

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

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

25

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	[View File](#)
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

304

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

A. All of the above

from the following stakeholders Students Teachers Employers Alumni

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

1.4.2 - Feedback process of the Institution may be classified as follows   **A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.sreechaitanyamahavidyalaya.ac.in/images/IQAC_NACC/Students%20Feeback-2021-22.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1636

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

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

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

489

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

2.2 - Catering to Student Diversity

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

1. Teachers assesses the learing levels of the students in their respective classes and take some special intiatives for 'advanced learners' and remedial initiatives for 'slow learners' respectively.

2. Most of the departments arrange 'special lectures' by inviting external expert and faculties also, mainly for the advanced learners.

3. Most of the faculties take 'Extra classes/Tutorial classes' even after the completion of the syllebus of theor respective subjects mainly for the slow learners.

File Description	Documents
Link for additional Information	[Notices regarding 'Special & Extra-classes' are their in College Notice Board & Website.](#)
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
2034	**37**

File Description	Documents
Any additional information	**No File Uploaded**

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

The following Student-centric methods have been incorporated: 1. In CBCS curriculum, all of the courses include either 'Practical or Tutorial' classes through out the Semester on compulsory basis. 2. The non-practical based courses have different 'Projects' (paperwise) to be submitted at the end of the Semester (compulsory). 3. Some of the departments have 'Field-visits' as a part of thie curriculum.

4. Some of the departments arrange special lectures by guest faculties also.

5. Many other collaborative academic activities are held throughout the year with collaborating & MOU-signed institutions. 6. Apart from these, there are some other options of participative and experiential learing methodologies also.

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

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

For effective Teaching-Learning process, the following initiatives have been taken:

1. Teachers have taken several classes in the Smart Class-room using ICT tools/methods throughout the year. 2. In the Post-Pandemic situation, teachers have taken "Online Classes" via Google-Meet platform through out the session. 3. In this situation, the Evaluation Process (Internal & External examinations) have also been conducted thorugh Online mode. 4. Several co-curriculur activities have also been conducted through Online mode in this session: 2020-21. 5. Teachers have created several "Online Students' Group/Whatsapp Group" for each of the Courses to run the process through online effectively. 6. Students have been communicated through out the year regarding any of the Academic/Teaching-Learnig/Administrative purposes through online/offline mode.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.sreechaitanyamahavidyalaya.ac.in/online_class.php

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

37

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	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

37

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

11

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

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

2.4.3.1 - Total experience of full-time teachers

297

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.

Mechanism of Internal Assessment:

During the Post Pandemic period, internal assessment is done thorugh both 'online and offline mode' in the session: 2021-22. 1. The College Examination Committee has conducted all the internal exmainations (semester-wise) 2. Seperate student-groups areformed for each depaqrtment and online examinations using e-mail, whtasapp, etc are taken peridoically. 3. Internal evaluation including 'Internal examination, Project/Assignment Submission, Class-attendance' are conducted regularly in each Semester through 'Online/Offline' mode.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	http://www.sreechaitanyamahavidyalaya.ac.in/question.php

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

1. The internal and external exmainations are conducted as per the University-guidelines and Academic Calender, provided by them at the beginning of the session. 2. The college has its own "Internal Complaints Committee" to deal with any type of the students' complaints (Academic/Examination/Administrative) through out the year.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	http://www.sreechaitanyamahavidyalaya.ac.in/exam_griev.php

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.

1. A "Course/Programme Orientation Programme" is organised at the beginning of the session.

2. Students with their departmental teachers join the programme to discuss the "Programme Outcome & Course Outcome" for the forth-coming Semesters. 3. Students' 'feedback' are taken at the end of the session to collect and analyse their overall responses.

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

Regarding the "Attainment of Programme outcomes & course outcomes", the following measures are taken: 1. Students' 'feedback' are taken regularly at the end of the session. 2. Feedback are analysized by the respective departmental teachers. 3. Programme and course outcome are evaluated by the department/institution thereafter.

4. Results are analysed after the publication of University results.

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

2.6.3 - Pass percentage of Students during the year

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

521

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

2.7 - Student Satisfaction Survey

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

http://www.sreechaitanyamahavidyalaya.ac.in/images/IQAC_NACC/Students%20Feeback-2021-22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0.00

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	<u>View File</u>
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
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

14

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

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

21

File Description	Documents
Any additional information	**No File Uploaded**
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

3

File Description	Documents
Any additional information	**No File Uploaded**
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

1. The college hasorganized several programmes in the neighbourhood community on different social and cultural issues.

2. OurNSS unit has also organized several programme on social issues, immunization drive, cleanliness programme, etc init's adopted village and the neighbourhood area.

3. Our UBA-Unit (Unnat Bharat Abhiyan) has also organized several programme in this regard and received the recognition from MGNCRE.

File Description	Documents
Paste link for additional information	http://www.sreechaitanyamahavidyalaya.ac.in/nss.php
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

2

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

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

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

16

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

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

3.3.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1070

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

3.4 - Collaboration

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

10

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
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

8

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
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.

The college has a in-built mechanism for maintaining the 'physical, academic and support facilities like Laboratories, Library, Sports ground, Play ground, Gymanasium, Computers in several departments and classrooms, etc.

1. The Institution provides different physical facilities for Teaching-Learning purpose.

2. The Institution provides many other academic facilities for the above purpose.

3. The Institution also provides many support-facilities for the students.

The details regarding these are uploaded below.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.sreechaitanyamahavidyalaya.ac.in/

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

The Institution provides many facilities for cultural activities, games and sports, gymnasium, yoga, etc.

The details are there in our website:http://www.sreechaitanyamahavidyalaya.ac.in/

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.sreechaitanyamahavidyalaya.ac.in/

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

LMS, etc.

5

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

5

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<u>View File</u>

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)

13.89

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)	<u>View File</u>

4.2 - Library as a Learning Resource

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

1. Library transaction is conducted in automated mode. 2. KOHA-software is implemented in the college-library.

3. Library database is well-maintained and easily accessed by the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	http://www.sreechaitanyamahavidyalaya.ac.in/library.php

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources   B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
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)

1.37

File Description	Documents
Any additional information	No File Uploaded
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

90

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

1. The Institution provides IT facilities regarding Computers, Internet, Wi-Fi with a speed of 100MBPS, etc. throughout the year.

2. It also make regular updations and changes, if anywhere it is necessary.

The details are avaolable in the college website:http://www.sreechaitanyamahavidyalaya.ac.in/ .

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

4.3.2 - Number of Computers

50

File Description	Documents
Upload any additional information	No File Uploaded
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	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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

13.89

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.

1. The college has a in-built mechanism for maintaining the 'physical, academic and support facilities like Laboratories, Library, Sports ground, Play ground, Gymanasium, Computers in several departments and classrooms, etc.

2. The college has a 'Development & Maintainance Sub-committee' for the above perpose.

3. The college has a 'Purchase sub-committee' to monitor the all types of academic/infrastructural purchases (Tender/Non-tender).

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

661

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

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

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

661

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

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

File Description	Documents
Link to institutional website	http://www.sreechaitanyamahavidyalaya.ac.in/career_development.php
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

245

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

245

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

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
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	<u>View File</u>
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

56

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

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

`0`

File Description	Documents
Upload supporting data for the same	[View File](#)
Any additional information	**No File Uploaded**

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.

`10`

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

1. Students' representatives are there in several academic and administrative committees, students' council as per the Institute's norms.

2. Though there is no 'Elected Students Council' in the college, a 'Students Council' is formed by selecting some students from different semesters & departments to represent various bodys/committees.

3. Students take part actively in all co-curricular/extra-curricular

activities regulary held in the college.

File Description	Documents
Paste link for additional information	**Nil**
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

8

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)	[View File](#)

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

The Institution has a 'Registered' Alumni Association.

It organizes several programme throughout the year.

File Description	Documents
Paste link for additional information	http://www.sreechaitanyamahavidyalaya.ac.in/alumni.php
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year   **E. <1Lakhs**

(INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

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 governance of the institution is reflective of and in tune with the vision and mission which are detailed in the college.

Vision

We envision a vibrant institution that emerge as a centre of excellence in the field of higher education and research, that strive to contribute to the academic and social requirements for a contemporary human-valuebased and industry-relevant education, in an innovative learning and teaching environment.

Mission

- To disseminate higher education among the disadvantaged rural and semi-urban students who hail chiefly from economically backward echelon of society.
- To have a special relationship with, and accountable to the students of Sree Chaitanya Mahavidyalaya.
- To address the needs and aspirations of the students in a changing world by way of contemporary humanvalue-based and industry-relevant education.
- To provide an innovative learning and teaching environment through practice in innovative teaching-learning methods for the students to initiate their thinking-learning ability.
- To support and facilitate research and development activities of the faculty in their research-learningteaching initiatives to enhance the quality of their educational services.
- To maintain self-integrity through transparent practices of principled action and ethical decision-making.
- To link the long-term goals of consistent institutional developments with dynamic management practices.
- To participate in community development programmes and social services.

File Description	Documents
Paste link for additional information	http://www.sreechaitanyamahavidyalaya.ac.in/vission_mission.php
Upload any additional information	View File

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

a) Internal & External examinations

It's a joint venture of all Teachers, Non-Teaching Staff, Students, Ddepartments and anybody who is connected with the Institution.

b) Cells & Sub-committees

These are formed with taking members from all stakholders and all sorts of persons connected with the Institution.

File Description	Documents
Paste link for additional information	http://www.sreechaitanyamahavidyalaya.ac.in/principal_message.php
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

1. The institution frames it strategic and perspective plan at the beginning of the year in the meetings of the Administrative/Statutary Bodys and tries it's level best to deploy with the plan and activities.

2. The 'Governing Body', IQAC frame the plans for different activities throughout the year.

3. The 'Finance Committee', 'Development & Maintainance Committee', 'Purchase Committee', and all other Cells & Committeesexecute the plans & activities throughout the year.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**Nil**
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.

1. The college strictly follows the 'Rules & regulations' provided by the Department of Higher Education, Govt. of West Bengal and the 'Statute' provided by the affliating University, i.e., West Bengal State University. 2. The college has it's own 'Governing Body' comprising of internal and external members for maintaining the day-to-day 'Academic & Administrative activities' of the college throughout the year.

3. The members of the (in-house & outside) of the Statutary Bodys are well aware of the regular activities/functionalities of the Institution and guides all the concerns about maintaining the rules & regulations of the Institution.

4. The Principal, being the Chairperson of all the Cells & Sub-committees, orders as well as suggests all concerns to abide by the rules and regulations to run the Institution smoothly.

File Description	Documents
Paste link for additional information	[http://www.sreechaitanyamahavidyalaya.ac.in/ governing_body.php](http://www.sreechaitanyamahavidyalaya.ac.in/governing_body.php)
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	[View File](#)

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The college has taken effective welfare measures specially for 'Teaching & Nonteaching staff' as follows: 1. It provide 'Fesival Bonus and advances' to the contractual nonteaching staff. 2. It provides financial support to the 'contractual staff' of the college through out the year. 3. It provides 'technical training' to the staff. 4. 'Festival advances' are also paid to the low-paid substantive staff.s

5. Members of the 'Teachers Council' contribute monthly to the 'TC-Fund' for the welfare and emergency purpose, if any.

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

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)	View File

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

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

1

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

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

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

5

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

A yearly 'Self-Appraisal Report' is collected from the teachers of the institution yearly and it's maintained by the IQAC.

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

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

1. The 'Internal and Statutary Financial Audit' is conducted regularly (on yearly basis). 2. The 'Internal Audit' is conducted yearly by the 'Internal Auditor' first. 3. The 'Statutary FinancialAudit' is conducted by the external team members as when apoointed by the 'Department of Higher Education, Govt. of West Bengal'.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during

the year (not covered in Criterion III)

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

0

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

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

1. The Institution has taken some initiatives for the mobilization of college-funds and the optimal utilization of the resources. 2. The college has a 'Development & maintainance committee' to carry out and recommend ways and means for optimum utilization of resources.

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

1. The IQAC prepares the quality assurance strategies and action plan for implementing several activities of the Institution throughout the year.

2. The IQAC monitors several co-curricular/extra-curricular activities throughout the year.

3. It takes initiatives to organize several Seminars/Webinars, Special Lectures, for the students.

4. It helps the college-authority to organize several collaborative

academic programmes,classes jointlywith other Institutions/Organizations in the session.

5. It monitors the Career advancements and promotions of Teachers & Non-teaching staff which fall due in the current academic session.

File Description	Documents
Paste link for additional information	http://www.sreechaitanyamahavidyalaya.ac.in/iqac.php
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

1. The IQAC reviews the Teaching-Learning and Evaluation Process at the end of the session and puts suggestions to the teachers, if necessary.

2. It also measures the learning outcomes and results of the students in the internal/external examinations in this session.

3. It suggests different departments to identify the 'slow and advanced learners' and take remedial measures to deal with the matter.

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

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

A. All of the above

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

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

1. The process regarding the 'Gender Audit' of the Institution has been completed for the year:2021-22.

2. The presence of 'Gender Equity' in the current student-strength of the Institution is highly appreciated.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<u>http://www.sreechaitanyamahavidyalaya.ac.in/women_cell.php</u>

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

A. 4 or All 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 college hasimplementedthe mechanisms for the following: 1. For Solid waste management, namely, (i) Dustbins/Vats are placed in different corners of the campus and (ii) A 'Compost Pit' is being constructed. 2. For E-waste management (A MOU has been signed with the 'Waste-Management Agency- Hulladek')

3. For Biomedical and Hazardous chemicals (A MOU has been signed with the 'Waste-Management Agency- Hulladek') 4. For Waste recycling system (The Rain-Water Harvesing Plant has been installed)

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus | **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 | **A. Any 4 or All of the above**

greening the campus are as follows:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 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

B. Any 3 of the above

reading material, screen   reading

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

1. The institution has takenseveral initiativesin providing an inclusive environment i.e., tolerance and harmony towards cultural, regional,linguistic, communal socio-economic and other diversities.

2. The NSS unit along with the college has organized several programme focussing on the communal harmony, socio-economic issues in the locality as well as in the college premises.

3. In the post-pandemic situation, the Institution has organized several Camp-Programmes including Vaccination Programme, Health Camp, General Health Check-up, etc. throughout the session.

For details, follow the college portal: https://sreechaitanyamahavidyalaya.ac.in

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

The Institution organizes several programmes on the sensitization of students and employees of the Institution.

1. It has organized 'Aronyo Saptaho', 'Tree Plantation Programme', 'No Plastic Day', 'World Environment Day' and other Environmental awareness programmein this year.

2. It has organized 'Health Check-up', Vaccination Camps, AIDS-Awareness campaigning this year.

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

B. Any 3 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

The institution has celebrated different National and International commemorative days, events and festivals through out the session: 2021-22. Details are mentioned in the Academic Calender: 2021-22.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<u>View File</u>
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-01.

Name: Initiatives under 'Institutional Social Responsibilities'

Goal: To synchronize the noble activities of three wings namely, NSS-Unit, Unnat Bharat Abhiyan-Unit & Swachhata Mission-Unit towards carrying out the social responsibilities on the part of the Institution

Practice:

1. Day-observation to enhance the awareness and involvement of cross-section of society

2. Environmental consciousness programme

3. Covid-19 vaccination programme and campaigns

4. Communal Harmony campaigns

5. AIDS-awareness campaigns

6. Village Level Resource Mapping

7. Skill development of local youth for their self employment

8. Primary vocational education to the unprivileged students

9. Water Preservation & Water Harvesting campaigns

10. Tree Plantation campaigns

11. Public Health consciousness campaigns

Evidence of Success:

1. Huge no. of active participation of cross-section of the society
2. Enthusiastic involvement of the target groups
3. Enrichment of ideas and skills of the students
4. Holistic improvement of learning environment

Best Practice-02.

Name: Promotion of sustainable environment

Goal: To make the campus environment-friendly andimprove the students' awareness about our responsibilities regarding this.

Practice:

1. Transmission of electricity through Installation of 10 KWP Solar power plant reducing the Power-consumption
2. Rain-water harvesting initiatives have been taken
3. Pollution measurement Display Board is running
4. Tree plantation is exercised frequently throughout the year
5. Green Audit, Energy Audit have been done
6. Continuous sanitization of the Campus
7. Overall 'Green Campus'

Evidence of Success: The campus has become environment-friendly. Electric-bills are subsidized. Students' participation and interest have grown up.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

Institutional Distinctiveness for the Academic Year: 2021-2022

Recognizing its privileged position as a premier institute of higher learning, Sree Chaitanya Mahavidyalaya makes consistent efforts in

fulfilling its social responsibility towards the rural and downtrodden area it is located on. The college authorities, teachers and its students believe that the true essence of enhancing the knowledge and skills of the students lie on general awareness and sense of responsibilities.

The college has a NSS Unit which organizes many social outreach programmes in its adopted village, a local Primary School (Gandhi Centenary BT College Modern School) and other surrounding area on different 'Health Awareness' and 'Socio-economic' issues. During these activities, a 'Health Check-up Camp was conducted by the students with the help of the registered Physician, deputed by the college. Basic health statuses of more than 150 children from Nursery (Ankur) to 4th levels are measured and necessary suggestions were provided to their teachers & guardians. Moreover, many essential commodities such as books, education kit, pen, etc were distributed among the children of the school.

Our College has adopted the Unnat Bharat Abhiyan 2.0 (UBA) program initiated by the Ministry of Human Resource Development, Govt. of India, inspired by the vision of transformational change in the processes of rural development and 'Swachha Bharat Abhiyan' by leveraging higher educational institutions to help build an Inclusive India.

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

The college has a well-planned mechanism for curriculum delivery and documentation which can be illustrated as follows: 1. At the beginning of the academic session a meeting of the Academic Committee is held and every department follows the syllabus/CBCS-course-curriculum and allocates assignments to the teachers of the respective department. 2. Number of classes for each course is assigned according to the curriculum and marks for each Subject / Paper etc. The Academic Committee prepares a Routine (separately for Arts, Science and Commerce faculty) for each semester/year under the supervision of the Principal. For PG-course, the respective Departmental Coordinator prepares a Routine and assign no of classes for each topic/paper as per the allotted marks. 3. We have an enriched library with open access system for the easeof use of the students.

4 . Various Teaching-Learning methods based on the specific needs of different subjects as well as different types of students are used to inculcate academic interest of thestudents such as: i) Chalk and Talk methods ii) ICT-enabled Teaching-Learning method iii) Tutorial classes for the studentsfor slow learners before Semester-end examinations. iv) Field works / Educational excursion are carried by some departments v) Class tests / Surprise tests are also conducted by some departments. vi) Seminars, Special lectures are arranged in some departments for advanced students.

5. Attendance Register is well maintained for each of the Courses which is taught at this Semester.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	http://www.sreechaitanyamahavidyalaya.ac.in/master_routine.php

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous

Internal Evaluation (CIE)

1. The Academic Calender for the session: 2021-22 has been prepared and uploaded in the college website- "http://sreechaitanyamahavidyalaya.ac.in".

2. The affliating University (WBSU) also provides a tentativeAcademic Calendar for the conduct of regular classes as well as the external and internal examinations in the beginning of the session in the University Portal - "https://wbsu.ac.in/web/"

3. The college follows the time-duration for the 'Internal & External examinations' provided by the University.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	https://www.wbsuexams.net/

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	**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	**No File Uploaded**
Any additional information	**No File Uploaded**

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

25

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)	View File

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)

2

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

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

120

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

0

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

The Institution organized several programmes related to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum throughout the year. 1. Several Webinars have been organized on "Environment and Sustainability Issues". 2. 'World Earth Day', 'World Environment Day' are observed. 3. NSS Unit has organized several programmes in this regard.

4. Initiatives have been taken to do the 'Gender Audit'.

5. Initiatives have been taken to do the 'Green Audit' & 'EnergyAudit'.

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

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

25

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	View File
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

304

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	[View File](#)
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	[View File](#)

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	http://www.sreechaitanyamahavidyalaya.ac.in/images/IQAC_NACC/Students%20Feeback-2021-22.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1636

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

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

489

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

2.2 - Catering to Student Diversity

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

1. Teachers assesses the learing levels of the students in their respective classes and take some special intiatives for 'advanced learners' and remedial initiatives for 'slow learners' respectively.

2. Most of the departments arrange 'special lectures' by inviting external expert and faculties also, mainly for the advanced learners.

3. Most of the faculties take 'Extra classes/Tutorial classes' even after the completion of the syllebus of theor respective subjects mainly for the slow learners.

File Description	Documents
Link for additional Information	Notices regarding 'Special & Extra-classes' are their in College Notice Board & Website.
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
2034	**37**

File Description	Documents
Any additional information	**No File Uploaded**

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

The following Student-centric methods have been incorporated: 1. In CBCS curriculum, all of the courses include either 'Practical or Tutorial' classes through out the Semester on compulsory basis. 2. The non-practical based courses have different 'Projects' (paperwise) to be submitted at the end of the Semester (compulsory). 3. Some of the departments have 'Field-visits' as a part of thie curriculum.

4. Some of the departments arrange special lectures by guest faculties also.

5. Many other collaborative academic activities are held throughout the year with collaborating & MOU-signed institutions. 6. Apart from these, there are some other options of participative and experiential learing methodologies also.

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

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

For effective Teaching-Learning process, the following initiatives have been taken:

1. Teachers have taken several classes in the Smart Class-room using ICT tools/methods throughout the year. 2. In the Post-Pandemic situation, teachers have taken "Online Classes" via Google-Meet platform through out the session. 3. In this situation, the Evaluation Process (Internal & External examinations) have also been conducted thorugh Online mode. 4. Several co-curriculur activities have also been conducted through Online mode in this session: 2020-21. 5. Teachers have created several "Online Students' Group/Whatsapp Group" for each of the Courses to run the process through online effectively. 6. Students have been communicated through out the year regarding any of the Academic/Teaching-Learnig/Administrative purposes through online/offline mode.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.sreechaitanyamahavidyalaya.ac.in/online_class.php

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

37

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	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

37

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

11

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

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

2.4.3.1 - Total experience of full-time teachers

297

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.

Mechanism of Internal Assessment:

During the Post Pandemic period, internal assessment is done thorugh both 'online and offline mode' in the session: 2021-22. 1. The College Examination Committee has conducted all the internal exmainations (semester-wise) 2. Seperate student-groups areformed for each depaqrtment and online examinations using e-mail, whtasapp, etc are taken peridoically. 3. Internal evaluation including 'Internal examination, Project/Assignment Submission, Class-attendance' are conducted regularly in each Semester through 'Online/Offline' mode.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	http://www.sreechaitanyamahavidyalaya.ac.in/question.php

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

1. The internal and external exmainations are conducted as per the University-guidelines and Academic Calender, provided by them at the beginning of the session. 2. The college has its own "Internal Complaints Committee" to deal with any type of the students' complaints (Academic/Examination/Administrative) through out the year.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	http://www.sreechaitanyamahavidyalaya.ac.in/exam_griev.php

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.

1. A "Course/Programme Orientation Programme" is organised at the beginning of the session.

2. Students with their departmental teachers join the programme to discuss the "Programme Outcome & Course Outcome" for the forth-coming Semesters. 3. Students' 'feedback' are taken at the end of the session to collect and analyse their overall responses.

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

Regarding the "Attainment of Programme outcomes & course outcomes", the following measures are taken: 1. Students' 'feedback' are taken regularly at the end of the session. 2. Feedback are analysized by the respective departmental teachers. 3. Programme and course outcome are evaluated by the department/institution thereafter.

4. Results are analysed after the publication of University results.

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

2.6.3 - Pass percentage of Students during the year

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

521

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

2.7 - Student Satisfaction Survey

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

http://www.sreechaitanyamahavidyalaya.ac.in/images/IQAC_NACC/Students%20Feeback-2021-22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0.00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
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

0

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	No File Uploaded
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

14

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
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

21

File Description	Documents
Any additional information	**No File Uploaded**
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

3

File Description	Documents
Any additional information	**No File Uploaded**
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

1. The college hasorganized several programmes in the neighbourhood community on different social and cultural issues.

2. OurNSS unit has also organized several programme on social issues, immunization drive, cleanliness programme, etc init's adopted village and the neighbourhood area.

3. Our UBA-Unit (Unnat Bharat Abhiyan) has also organized several programme in this regard and received the recognition from MGNCRE.

File Description	Documents
Paste link for additional information	http://www.sreechaitanyamahavidyalaya.ac.in/nss.php
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

2

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

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

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

16

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

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

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

1070

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

3.4 - Collaboration

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

10

File Description	Documents
e-copies of linkage related Document	No File Uploaded
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

8

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
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.

The college has a in-built mechanism for maintaining the 'physical, academic and support facilities like Laboratories, Library, Sports ground, Play ground, Gymanasium, Computers in several departments and classrooms, etc.

1. The Institution provides different physical facilities for Teaching-Learning purpose.

2. The Institution provides many other academic facilities for the above purpose.

3. The Institution also provides many support-facilities for the students.

The details regarding these are uploaded below.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.sreechaitanyamahavidyalaya.ac.in/

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

The Institution provides many facilities for cultural activities, games and sports, gymnasium, yoga, etc.

The details are there in our website:http://www.sreechaitanyamahavidyalaya.ac.in/

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[http://www.sreechaitanyamahavidyalaya.ac.in/](#)

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

5

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

5

File Description	Documents
Upload any additional information	**No File Uploaded**
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)

13.89

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)

1. Library transaction is conducted in automated mode. 2. KOHA-software is implemented in the college-library.

3. Library database is well-maintained and easily accessed by the students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	http://www.sreechaitanyamahavidyalaya.ac.in/library.php

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**B. Any 3 of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
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)

1.37

File Description	Documents
Any additional information	**No File Uploaded**
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

90

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

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

1. The Institution provides IT facilities regarding Computers, Internet, Wi-Fi with a speed of 100MBPS, etc. throughout the year.

2. It also make regular updations and changes, if anywhere it is necessary.

The details are avaolable in the college website:http://www.sreechaitanyamahavidyalaya.ac.in/ .

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

4.3.2 - Number of Computers

50

File Description	Documents
Upload any additional information	**No File Uploaded**
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	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

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

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

13.89

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.

1. The college has a in-built mechanism for maintaining the 'physical, academic and support facilities like Laboratories, Library, Sports ground, Play ground, Gymanasium, Computers in several departments and classrooms, etc.

2. The college has a 'Development & Maintainance Sub-committee' for the above perpose.

3. The college has a 'Purchase sub-committee' to monitor the all types of academic/infrastructural purchases (Tender/Non-tender).

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

661

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

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

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

661

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

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

A. All of the above

File Description	Documents
Link to institutional website	http://www.sreechaitanyamahavidyalaya.ac.in/career_development.php
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

245

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

245

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

5.1.5 - The Institution has a transparent

B. Any 3 of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
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	[View File](#)
Upload any additional information	**No File Uploaded**

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

5.2.2.1 - Number of outgoing student progression to higher education

56

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

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

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

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**

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.

10

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

07-11-2023 09:28:11

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)

1. Students' representatives are there in several academic and administrative committees, students' council as per the Institute's norms.

2. Though there is no 'Elected Students Council' in the college, a 'Students Council' is formed by selecting some students from different semesters & departments to represent various bodys/committees.

3. Students take part actively in all co-curricular/extra-curricular activities regulary held in the college.

File Description	Documents
Paste link for additional information	**Nil**
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

8

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)	<u>View File</u>

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

The Institution has a 'Registered' Alumni Association.

It organizes several programme throughout the year.

File Description	Documents
Paste link for additional information	http://www.sreechaitanyamahavidyalaya.ac.in/alumni.php
Upload any additional information	**No File Uploaded**

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

File Description	Documents
Upload any additional information	**No File Uploaded**

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 governance of the institution is reflective of and in tune with the vision and mission which are detailed in the college.

Vision

We envision a vibrant institution that emerge as a centre of excellence in the field of higher education and research, that strive to contribute to the academic and social requirements for a contemporary human-valuebased and industry-relevant education, in an innovative learning and teaching environment.

Mission

- **To disseminate higher education among the disadvantaged rural and semi-urban students who hail chiefly from economically backward echelon of society.**
- **To have a special relationship with, and accountable to the students of Sree Chaitanya Mahavidyalaya.**
- **To address the needs and aspirations of the students in a**

changing world by way of contemporary humanvalue-based and industry-relevant education.

- To provide an innovative learning and teaching environment through practice in innovative teaching-learning methods for the students to initiate their thinking-learning ability.
- To support and facilitate research and development activities of the faculty in their research-learningteaching initiatives to enhance the quality of their educational services.
- To maintain self-integrity through transparent practices of principled action and ethical decision-making.
- To link the long-term goals of consistent institutional developments with dynamic management practices.
- To participate in community development programmes and social services.

File Description	Documents
Paste link for additional information	http://www.sreechaitanyamahavidyalaya.ac.in/vission_mission.php
Upload any additional information	View File

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

a) Internal & External examinations

It's a joint venture of all Teachers, Non-Teaching Staff, Students, Ddepartments and anybody who is connected with the Institution.

b) Cells & Sub-committees

These are formed with taking members from all stakholders and all sorts of persons connected with the Institution.

File Description	Documents
Paste link for additional information	http://www.sreechaitanyamahavidyalaya.ac.in/principal_message.php
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

1. The institution frames it strategic and perspective plan at the beginning of the year in the meetings of the Administrative/Statutory Bodys and tries it's level best to deploy with the plan and activities.

2. The 'Governing Body', IQAC frame the plans for different activities throughout the year.

3. The 'Finance Committee', 'Development & Maintainance Committee', 'Purchase Committee', and all other Cells & Committeesexecute the plans & activities throughout the year.

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

1. The college strictly follows the 'Rules & regulations' provided by the Department of Higher Education, Govt. of West Bengal and the 'Statute' provided by the affliating University, i.e., West Bengal State University. 2. The college has it's own 'Governing Body' comprising of internal and external members for maintaining the day-to-day 'Academic & Administrative activities' of the college throughout the year.

3. The members of the (in-house & outside) of the Statutary Bodys are well aware of the regular activities/functionalities of the Institution and guides all the concerns about maintaining the rules & regulations of the Institution.

4. The Principal, being the Chairperson of all the Cells & Sub-committees, orders as well as suggests all concerns to abide by the rules and regulations to run the Institution smoothly.

File Description	Documents
Paste link for additional information	http://www.sreechaitanyamahavidyalaya.ac.in/governing_body.php
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	View File

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

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	**No File Uploaded**
Any additional information	**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

The college has taken effective welfare measures specially for 'Teaching & Nonteaching staff' as follows: 1. It provide 'Fesival Bonus and advances' to the contractual nonteaching staff. 2. It provides financial support to the 'contractual staff' of the college through out the year. 3. It provides 'technical training' to the staff. 4. 'Festival advances' are also paid to the low-paid substantive staff.s

5. Members of the 'Teachers Council' contribute monthly to the 'TC-Fund' for the welfare and emergency purpose, if any.

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

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)	<u>View File</u>

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

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

1

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

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

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

5

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

A yearly 'Self-Appraisal Report' is collected from the teachers of the institution yearly and it's maintained by the IQAC.

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

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

1. The 'Internal and Statutory Financial Audit' is conducted regularly (on yearly basis). 2. The 'Internal Audit' is conducted yearly by the 'Internal Auditor' first. 3. The 'Statutary FinancialAudit' is conducted by the external team members as when apoointed by the 'Department of Higher Education, Govt. of West Bengal'.

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

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

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

0

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

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

1. The Institution has taken some initiatives for the mobilization of college-funds and the optimal utilization of the resources. 2. The college has a 'Development & maintainance committee' to carry out and recommend ways and means for optimum utilization of resources.

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

1. The IQAC prepares the quality assurance strategies and action plan for implementing several activities of the Institution throughout the year.

2. The IQAC monitors several co-curricular/extra-curricular activities throughout the year.

3. It takes initiatives to organize several Seminars/Webinars, Special Lectures, for the students.

4. It helps the college-authority to organize several collaborative academic programmes,classes jointlywith other Institutions/Organizations in the session.

5. It monitors the Career advancements and promotions of Teachers & Non-teaching staff which fall due in the current academic session.

File Description	Documents
Paste link for additional information	http://www.sreechaitanyamahavidyalaya.ac.in/iqac.php
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

1. The IQAC reviews the Teaching-Learning and Evaluation Process at the end of the session and puts suggestions to the teachers, if necessary.

2. It also measures the learning outcomes and results of the students in the internal/external examinations in this session.

3. It suggests different departments to identify the 'slow and advanced learners' and take remedial measures to deal with the matter.

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

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

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

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

1. The process regarding the 'Gender Audit' of the Institution has been completed for the year:2021-22.

2. The presence of 'Gender Equity' in the current student-strength of the Institution is highly appreciated.

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

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	**A. 4 or All 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 college hasimplementedthe mechanisms for the following: 1. For Solid waste management, namely, (i) Dustbins/Vats are placed in different corners of the campus and (ii) A 'Compost Pit' is being constructed. 2. For E-waste management (A MOU has been signed with the 'Waste-Management Agency- Hulladek')

3. For Biomedical and Hazardous chemicals (A MOU has been signed with the 'Waste-Management Agency- Hulladek') 4. For Waste recycling system (The Rain-Water Harvesing Plant has been installed)

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus | **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**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

A. Any 4 or All of the above

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit | **A. Any 4 or all of the above**

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	[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	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**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).

1. The institution has takenseveral initiativesin providing an

inclusive environment i.e., tolerance and harmony towards cultural, regional,linguistic, communal socio-economic and other diversities.

2. The NSS unit along with the college has organized several programme focussing on the communal harmony, socio-economic issues in the locality as well as in the college premises.

3. In the post-pandemic situation, the Institution has organized several Camp-Programmes including Vaccination Programme, Health Camp, General Health Check-up, etc. throughout the session.

For details, follow the college portal:
https://sreechaitanyamahavidyalaya.ac.in

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

The Institution organizes several programmes on the sensitization of students and employees of the Institution.

1. It has organized 'Aronyo Saptaho', 'Tree Plantation Programme', 'No Plastic Day', 'World Environment Day' and other Environmental awareness programmein this year.

2. It has organized 'Health Check-up', Vaccination Camps, AIDS-Awareness campaigning this year.

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,	B. Any 3 of the above

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

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

The institution has celebrated different National and International commemorative days, events and festivals through out the session: 2021-22. Details are mentioned in the Academic Calender: 2021-22.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
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-01.

Name: Initiatives under 'Institutional Social Responsibilities'

Goal: To synchronize the noble activities of three wings namely, NSS-Unit, Unnat Bharat Abhiyan-Unit & Swachhata Mission-Unit towards carrying out the social responsibilities on the part of the Institution

Practice:

1. Day-observation to enhance the awareness and involvement of cross-section of society

2. Environmental consciousness programme

3. Covid-19 vaccination programme and campaigns

4. Communal Harmony campaigns

5. AIDS-awareness campaigns

6. Village Level Resource Mapping

7. Skill development of local youth for their self employment

8. Primary vocational education to the unprivileged students

9. Water Preservation & Water Harvesting campaigns

10. Tree Plantation campaigns

11. Public Health consciousness campaigns

Evidence of Success:

1. Huge no. of active participation of cross-section of the society
2. Enthusiastic involvement of the target groups
3. Enrichment of ideas and skills of the students
4. Holistic improvement of learning environment

Best Practice-02.

Name: Promotion of sustainable environment

Goal: To make the campus environment-friendly andimprove the students' awareness about our responsibilities regarding this.

Practice:

1. Transmission of electricity through Installation of 10 KWP Solar power plant reducing the Power-consumption
2. Rain-water harvesting initiatives have been taken
3. Pollution measurement Display Board is running
4. Tree plantation is exercised frequently throughout the year
5. Green Audit, Energy Audit have been done
6. Continuous sanitization of the Campus
7. Overall 'Green Campus'

Evidence of Success: The campus has become environment-friendly. Electric-bills are subsidized. Students' participation and interest have grown up.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

Institutional Distinctiveness for the Academic Year: 2021-2022

Recognizing its privileged position as a premier institute of higher learning, Sree Chaitanya Mahavidyalaya makes consistent efforts in fulfilling its social responsibility towards the rural and downtrodden area it is located on. The college authorities, teachers and its students believe that the true essence of enhancing the knowledge and skills of the students lie on general awareness and sense of responsibilities.

The college has a NSS Unit which organizes many social outreach programmes in its adopted village, a local Primary School (Gandhi Centenary BT College Modern School) and other surrounding area on different 'Health Awareness' and 'Socio-economic' issues. During these activities, a 'Health Check-up Camp was conducted by the students with the help of the registered Physician, deputed by the college. Basic health statuses of more than 150 children from Nursery (Ankur) to 4th levels are measured and necessary suggestions were provided to their teachers & guardians. Moreover, many essential commodities such as books, education kit, pen, etc were distributed among the children of the school.

Our College has adopted the Unnat Bharat Abhiyan 2.0 (UBA) program initiated by the Ministry of Human Resource Development, Govt. of India, inspired by the vision of transformational change in the processes of rural development and 'Swachha Bharat Abhiyan' by leveraging higher educational institutions to help build an Inclusive India.

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

7.3.2 - Plan of action for the next academic year

Plan of Action for next Academic Year: 2022-23

1. To improve and extend the overall infrastructure of the campus.
2. To increase the no. of students intake in all departments
3. To provide more Computers and better Laboratory facilities to students
4. Getting opportunities for Departmental faculties to supervise the Ph.D. scholars
5. More ICT enabled teaching and learning aids are to be introduced.
6. To avail more grant facilities from various Govt. /Non-Govt. agencies.
7. To start more skill-development/add-on courses.
8. To increase the collaborations with various agencies/institutions regarding academic and other matters
9. To open a NCC unit for the students
10. To improve the activities of different committees/sub-committees.
11. To improve the feedback system from all the stakeholders
12. To prepare for the 'NAAC-Assessment for Cycle-III'
13. To organize more extension and outreach programmes
14. To make all the 'Cells' and 'Associations' more vibrant.
15. To promote more 'Research & Publication' activities among the faculties.