



## YEARLY STATUS REPORT - 2022-2023

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>SILDA CHANDRASEKHAR COLLEGE</b>
• Name of the Head of the institution	<b>DR. SUJATA TEWARI</b>	
• Designation	<b>Principal (in-charge)</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>09476333193</b>	
• Mobile No:	<b>9434509680</b>	
• Registered e-mail	<b>silda_ccollege@yahoo.com</b>	
• Alternate e-mail	<b>scscnaac2024@gmail.com</b>	
• Address	<b>SILDA, BINPUR, JHARGRAM, 721515</b>	
• City/Town	<b>JHARGRAM</b>	
• State/UT	<b>WEST BENGAL</b>	
• Pin Code	<b>721515</b>	
<b>2.Institutional status</b>		
• Affiliated / Constitution Colleges	<b>Affiliated</b>	
• Type of Institution	<b>Co-education</b>	
• Location	<b>Rural</b>	
• Financial Status	<b>UGC 2f and 12(B)</b>	

• Name of the Affiliating University	VIDYASAGAR UNIVERSITY				
• Name of the IQAC Coordinator	PROF. SHAKTIPADA SHIT				
• Phone No.	09933078787				
• Alternate phone No.					
• Mobile	09933078787				
• IQAC e-mail address	scscnaac2024@gmail.com				
• Alternate e-mail address					
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://scscollege.ac.in/pdf/aqar/AQAR%202021-2022.pdf">https://scscollege.ac.in/pdf/aqar/AQAR%202021-2022.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.scscollege.ac.in/pdf/academic/Academic_Calender2022-2023.pdf">http://www.scscollege.ac.in/pdf/academic/Academic_Calender2022-2023.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C+	2	2007	31/03/2007	30/03/2012
<b>6.Date of Establishment of IQAC</b>			08/05/2013		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>			4		

<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	Yes	
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No	
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<ul style="list-style-type: none"> <li>• Signed MOU with ARDENT computech Pvt. Ltd. for six months Computer Diploma Course.</li> <li>• KOHA software was renewed for College Library.</li> <li>• Repair of Some computers for BCA Department.</li> <li>• Purchased of Library Books of Rs. 2,38,964/- (Two lakh thirty-eight thousand nine hundred sixty four).</li> <li>• NSS Units was organised a free eye check-up camp for poor villagers on 16/09/2022. 106 peoples of villagers participated in that programme.</li> </ul>		
<b>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</b>		

Plan of Action	Achievements/Outcomes
To have a green and clean campus.	To have a green and clean campus. 1) The campus is green and beautified. The plantation programme and cleaning drive are conducted by the NSS Units regularly. The college is tobacco-free and cars are not allowed inside the campus.
To make certain the smooth and efficient conduct of all conventional college activities and events.	The college successfully organized Independence Day celebrations, Republic day, National Youth Day, World Yoga Day, College Foundation day, Communal harmony Day, NSS Day, World Aids day, No Tobacco Day, Induction Programme etc through offline mode and various competitions were also held.
Purchase of more books for library	Purchased of Library Books of Rs. 2,38,964/- (Two lakh thirty-eight thousand nine hundred sixty four).
To celebrate Banamahotsav and Aranya Saptaho	It was celebrated in the month of July
To organise Blood Donation Camp	It was done successfully
Prepare Academic Calendar	Academic calendar for the session 2022-23 has been prepared according to the guideline of V.U. has been uploaded.
Extension Activities by NSS Units	NSS Units of our college successfully conducted a number of extension activities in and around Silda and also in the adopted villages Matihana and Simuldanga.
13. Whether the AQAR was placed before statutory body?	Yes

<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Governing Body	12/07/2024
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2022-2023	09/03/2024
<b>15. Multidisciplinary / interdisciplinary</b>	
<b>16. Academic bank of credits (ABC):</b>	
Academic bank of credits is maintained	
<b>17. Skill development:</b>	
<b>18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>	
<b>19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):</b>	
<b>20. Distance education/online education:</b>	

## Extended Profile

### 1. Programme

1.1

28

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

File Description	Documents
Data Template	<a href="#">View File</a>

**2.Student**2.1 1697

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2 1210Number of seats earmarked for reserved category as per GOI/ State  
Govt. rule during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 240

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

**3.Academic**3.1 14

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 16

Number of Sanctioned posts during the year

<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>28</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>1697</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>1210</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	<b>240</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>14</b>
File Description	Documents
Data Template	<a href="#">View File</a>

3.2	16
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	No File Uploaded

<b>4.Institution</b>	
4.1	34
Total number of Classrooms and Seminar halls	
4.2	41,64,129.78
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	22
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

Our College has a definite curriculum planning that is reflected through its Academic calendar, which is given to the college website. The college follows the curriculum prescribed by Vidyasagar University for UG courses. Distribution of syllabus topics among the faculties are done before each semester for a well plan as well as fruitful effective teaching. The detailed course structure is also displayed in the website. Different methods of curriculum delivery are followed by different faculties like Chalk and talk, white marker board, use of ICT enabled method as well as using online platform as and when necessary. For Practical classes, laboratory facilities are provided. For the convenience of the students, some study materials are uploaded in the designated places on the LMS portal. Class attendance is maintained and percentage of attendance is reflected as marks in end of their semester examination, as per University circular. Internal assessment is done regularly for the evaluation.



File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The academic calendar is made in accordance with the affiliating University. It includes tentative date of commencement of classes, internal assessment, recesses, activities like annual sports, independent day celebration, student seminar, field tour etc. The tentative time of commencement of form fill up and of Final examination for each semester is also mentioned, thus a student can have an idea about the duration of the courses and can prepare himself or herself well advance for the final semester examination. Continuous Internal Evolution (CIE) is carried out in line with the academic calendar. The class routine formed by routine committee is strictly followed. Both academic calendar and class routine is displayed in the website. Internal assessment is arranged following the schedule of academic calendar. Performance of students in internal assessments are discussed in departmental meetings.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://scscollege.ac.in/pdf/academic/Academic_Calender2022-2023.pdf">https://scscollege.ac.in/pdf/academic/Academic_Calender2022-2023.pdf</a>

**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**

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
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

26

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)	<a href="#">View File</a>

### 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)

0

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

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

0

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs

**during the year**

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

**1.3 - Curriculum Enrichment**

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

The students of Silda C.S. College gather diversified knowledge that involves several cross-cutting issues like Gender, Professional Ethics, Human Values, Environment and its Sustainability through the curriculum the Institution follows different courses under more than eight programmes dealing with these cross-cutting issues like feminism, gender sensitization, human rights, ethics, value education, women, power and politics, ecology, environment, understanding heritage and popular culture, folk culture, research methodologies and other related topics. Not only through class teaching, different seminars/ webinar and lectures are also organized to convey the significance of treatises on Ethics, Gender sensitivity, importance of Environmental issues and its need for need for sustainability and conservation. The college offers Environment Studies as prescribed by UGC as well as affiliating University as an Ability Enhancement Compulsory Course for all undergraduate students.

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**

Nil

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

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

2

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above
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File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

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

**D. Feedback collected**

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

**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**

**1210**

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**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**

**564**

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

### Description:-

The institution adopts the Comprehensive Internal Assessment System to evaluate the learning levels of students right after their admissions. Through various assessment measures the learning levels of the new students are tested and they are classified into "Advanced" and "Slow" learners. The "Advanced" students are put into the Tutorial sessions, while the "Slow" learners into Remedial classes, and utmost care is taken to address the learners' individual problems.

"Advanced" learners are encouraged to make presentations in classes as well as participate in seminars/webinars/workshops and debates, group discussions, quiz competitions on various issues. Special lectures by invited guests are arranged by the departments for boosting their grasp of the subject. They are also encouraged to provide creative contribution to e-journals etc.

For the "slow" learners, the focus is given on helping them get over their initial fear and hesitancy of the curriculum. 'Slow' learners are encouraged to attend all the classes regularly including remedial sessions and to seek the teacher/mentor's help in clearing doubts on any aspect of their study. Regular periodic assessments were done to check whether the students thus earmarked were benefitted or not.

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

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

Number of Students	Number of Teachers
3054	37

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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 college consistently works towards providing a process of learning via activities and makes constant efforts to enrich students to realize their potential and evolve them as transforming agents of society. Students' seminar, wall magazine publications, invited lectures and special talks are organized by various departments for improving their communication skills and diversifying their knowledge. Seminar Lectures on popular topics delivered by each faculty member regularly to help students to get updated with current scenario on respective topic. Educational tours and excursions are arranged by several departments. Alumni lecture series is also conducted to encourage our present students. Our Students participate in mock parliament competitions, seminars, workshops etc. Various cultural competitions, Students' Week Programme, Observation of various special days, like Tagore Jayanti, Birthday of Swami Vivekananda and Teachers' Day were arranged to promote experiential, participative learning and problem-solving attitude. Extension/ Outreach activities undertaken mainly by NSS units to help the learners in inculcating leadership qualities and coping up with various challenges.

All these student-centric methods have been transforming the role of students from mere passive listener to active participants in the journey of education.

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

The college uses various ICT enabled tools to enhance the quality of teaching-learning like: Online classes, seminars are conducted through Microsoft Teams, G-Suite, AIMES LMS, Zoom, Google Meet etc. Whatsapp groups were formed for the students of each course, and study materials were shared through these groups. All class, webinars, and other notices were shared through these groups. Students are provided hands-on-training on their discipline specific software applications like MS Office, C, C++, Tally etc. Projectors are available in different classrooms for conducting effective presentation based lectures. Almost all of our departments are equipped with one desktop computer. Campus is enabled with high speed wifi connection. The online learning environments are designed to train students in open problem-solving activity. Wi-Fi Enabled Campus helps teachers and students to learn from online resources along with text books. Our college has access to n-list databases by virtue of which we have access to a huge number of e-journals and e-books.

The year 2020-2021 has been a year almost totally under lockdown due to COVID. As such, all teaching and learning during this year has been online, with the assistance of ICT tools. Teaching was conducted through either Google Meet or Zoom. Webinars have been organized regularly, on National and International levels. The online classes were made interesting through Powerpoint presentations and use of internet. As the blended mode became the order of the day, so now all activities continued both in online and 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	Nil

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

#### 2.3.3.1 - Number of mentors

37



File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
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

14

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
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

7

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)	<a href="#">View File</a>

### 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

37

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.

The college has well-planned system of continuous evaluation internally. It must be noted that 10 marks per paper is allotted for internal evaluation in the CBCS semester system. Internal assessment is an integral part of CBCS programme and it also plays a pivotal role in continuous evaluation. Due to this pandemic situation, all internal assessments were conducted in online mode. The students were intimated with the schedules of internal assessments through notice, which were generally published a well before (at least 7 to 15 days) the examinations. Notices were uploaded in the college website and also circulated to the concerned whatsapp groups of students. Question papers were circulated to whatsapp groups of students. The students were evaluated on the basis of their assessments and remedial and tutorial classes were also arranged accordingly. Respective departments also practice various forms of continuous evaluation such as class tests, assignments etc.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

Internal Assessments are conducted as per the academic calendar provided at the beginning of the academic year. Notice specifying the dates of the internal assessments are also issued and circulated across the student notice boards and college websites. After the internal assessment is over, the answer sheets are evaluated by the respective faculty and displayed to the students

where their areas of weakness are pointed out and accordingly appropriate guidance for improvement are provided. For a section of students who failed to attend the internal examination on scheduled dates or those who want to reappear for the test in an attempt to score more satisfactory marks, the internal examinations are rearranged on request. In addition to internal examinations, students are also evaluated regularly through continuous internal evaluations which keep the students academically engaged throughout the semester and also help in proper revision of their syllabus.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

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

Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution. The syllabus for the undergraduate students is designed by the Board of Studies of our affiliating university. The departments implement the course curriculum within the framework of CBCS regulations and academic calendar designed by the university. Respective departments are entrusted with the task of defining Programme Outcomes for each programme offered by the college. The Course Outcomes (Cos) for all programmes may be summarized as follows:

1. Empowering underprivileged students primarily students belonging from rural background and tribal community.
2. Developing a spirit of team-work, ethical and moral values.
3. Demonstrating leadership and communication skill.
4. In-depth knowledge in the field of study with focus on practical application of the same to emerging problems in real situation.
5. Preserving local culture and heritage.

6. Promoting ecological and environmental awareness.

7. Developing an aptitude of self-learning and life-long learning.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

As the year under assessment was in the grip of pandemic and restriction orders related to the pandemic prevailed, all the teaching learning activities were largely confined to online mode mainly using Google meet platform and Whatsapp facility. As per University notification, the examination was conducted in online mode also. For measuring the level of attainment of POs, PSOs and Cos, the following methods have been followed by the respective departments of our college: 1) Online classes through Google -Meet platforms 2) Live video tutorials (through YouTube platform) 3) Invited lecture series, 4) State and national level webinars. 5) Project work and student seminars 6) Online quiz and essay competitions. 7) COVID-19 Awareness programmes. Concerned Whatsapp groups were created for communication with students, sharing learning aid materials and online class links. Assessments were also conducted in online mode using Whatsapp, E mail and Google form facilities.

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

247

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

## 2.7 - Student Satisfaction Survey

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

[https://scscollege.ac.in/pdf/feedback/Feedback\\_2022-2023.pdf](https://scscollege.ac.in/pdf/feedback/Feedback_2022-2023.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)**

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)	No File Uploaded

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

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

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
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

3

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)	<a href="#">View File</a>

### 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

7

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 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**

2

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**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

Nil

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

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

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

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

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

6

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

### 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

210

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

Nil



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

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

## 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.

Silda Chandrasekhar College is well equipped with buildings, classrooms, laboratories and library etc. The college provides at the moment 31 classrooms of which 02 (two) rooms are ICT enabled and 01 virtual classroom. There are 65 Desktops, 02 departmental laptops, 04 LCD projectors, and 01 auditorium in the college. There is a gymnasium and a canteen has also been provided to our students and staff. There are 03 hostels in the college, 01 for girls, out of these 02 boys' hostels. Hostels are meant for SC/ST only. A land of 19.5 acres with playground, near the college has been possessed for games and sports, yoga practice, foot practice and volley ball practice. A 30 KVA generator (Cummins Green), solar light facility, Wi-Fi facilities in college campus are

functioned. The science departments have procured a number of sophisticated equipments from UGC, Research grants, college fund. The college has five laboratories (Physics, Chemistry, Geography, Mathematics and BCA) with adequate laboratory equipment and computers with Internet facility. A library is functioning with a decent collection of books and e-journals, along with a spacious reading room and two computers for library users. The college has 3 (three) central UPS system. The college has a well-furnished seminar hall for arranging seminars, workshops, and other events of the college. All the departmental rooms, offices, and the library have highspeed broadband connection. Separate rooms are assigned for individual departments with internet connection and printers.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

Our college provides the students with a number of facilities for cultural activities, games and sports.

Cultural activities - Cultural activities like recitation, singing, dancing is performed by the students of the college on different occasions. Cultural competitions are held every year. Youth parliament competitions are held at this college centre as decided by the administration. NSS Units of the college arrange competitions in cultural and extracurricular fields among the children of the local adopted villages.

Games and Sports (Indoor and Outdoor) - Silda Chandrasekhar College has a beautiful playground with an area of 10800 sq.mt. Different teams of the college students practise Cricket, Football, Kabadi, Kho-Kho, and Volleyball. The facilities of indoor games are Carrom, Chess, and Table-Tennis etc. The sports equipments of the college include Football, with Jersey and Pants, Volleyball, Cricket set (bat, ball, wicket, gloves, helmet, pads), Carrom board, Shot put ball, Discus, Javelin, Measurement tapes.

Gymnasium - There is a well-equipped gymnasium with the facilities like Trade mill, Cycle, Gym ball, sixteen stations, Stepper etc.

Yoga centre – A yoga centre has recently been established with an area of 450 sq.mt. to provide the facilities for conducting theory and practical classes for the yoga certificate course.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

4

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

04

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)	<a href="#">View File</a>

#### 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)

15.53448lacs

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

1. Name of ILMS Software: KOHA

2. Nature of Automation: Fully

3. Version: 23.05.05

4. Year of Automation: 2017

Our college library has a collection of 31188 books and journals including 4270 reference books and book bank collections of 720 as on 30th June, 2023. The library is fully automated using Integrated Library Management System (ILMS) KOHA. The automation of Library services started in 2017. A range of library housekeeping activities including cataloguing, spine label and bar-coding of books, report generation, stock verification etc. are done through this software. The library also provides online access to the catalogues (OPAC) available within the library premises and WEB-OPAC. The college library has been equipped with six computers. Students are provided with two computer terminals for searching online catalogue, e-resources and also for other educational purposes. The library has a separate website (<https://sildacslibrary.wordpress.com/>) for easy dissemination of library information and e-resource services along with a separate library tab integrated with the college website. The library's Online Public Access Catalogue (OPAC) can be accessed at: <https://sildacollege-opac.kohacloud.in/>

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

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

**C. Any 2 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)	<a href="#">View File</a>

#### 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)

2.53227 lakhs

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)	<a href="#">View File</a>

#### 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

37 per day

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

It is the AIMESCloud that is used and updated frequently to manage all kinds of office works of the college including accounts, auditing, students' admission, sending their data to the university for registration-cum-enrolment, on-line classes, examination, evaluation of answer scripts and sending of marks to

the university. Salary billing of the staff is done through HRMS (Govt. of West Bengal) portal etc. The college has installed in home Koha software in the year 2017 for all kinds of library works. In 2022 KOHA Cloud was installed and through WEB-OPAC students can search documents from anywhere. At present the college has 04 wi-fi connections for the students, different departments and library. There are 02 (two) separate internet lines (02 city cable) with total 30mbps bandwidth. There are 05 (five) switches and 01 (one) POE switch 02 load balancer routers, 01 dual chain access point with OFDMA technology, 5 routers. The entire college is fully covered by CCTV cameras (32 numbers) as monitored from the Principal's chamber. The record is kept for 15 days for future references.

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

#### 4.3.2 - Number of Computers

65

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 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)****5.91381 lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

The proposals of different departments for their respective requirements are submitted to the Principal. These are subsequently placed in the GB meeting while finalizing the yearly Budget proposal of the college with due approval from the Governing Body formed as per the Govt. rules. For any kind of purchase like laboratory equipments, library books, computers, photocopier etc. above the amount of Rs. 100000/- , Principal invites quotations through the college website. In case of expenditure of any Government grant (more than Rs 5.00 Lakh) Govt. rules are followed by inviting e-tenders with subsequent submission of utilization certificates. All the resolutions of the Finance Committee and Purchase Committee are approved by the college GB. For annual maintenance contracts of the equipments, generator, aqua guards, photocopier and computers, Principal invites quotations in similar way with subsequent selection of the lowest ones in the Purchase Committee meeting.

The playground and the gymnasium of the college are regularly monitored by the Physical Education Department. Facilities like sports, culture, health, canteen, etc are looked after by the respective subcommittees.

The software for managing library books and records is regularly maintained by the librarian. The library subcommittee meets regularly to discuss the improvement of facilities provided by the library.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

1732

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

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



<b>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</b>	<b>E. none of the above</b>
<b>File Description</b>	<b>Documents</b>
Link to institutional website	<b>Nil</b>
Any additional information	<b>No File Uploaded</b>
Details of capability building and skills enhancement initiatives (Data Template)	<b>No File Uploaded</b>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>0</b>	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>0</b>	
<b>File Description</b>	<b>Documents</b>
Any additional information	<b>No File Uploaded</b>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<b>No File Uploaded</b>
<b>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>	<b>D. Any 1 of the above</b>

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	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

3

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
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

22

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	<a href="#">View File</a>

### 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**

1

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
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.**

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

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

The last elected body of Student Council (Students' Union) looks after Student matters within the guidance of the institute. Under the ambit of this forum students are encouraged to be a part of the decision-making process supporting democratic form of governance. The members of the Students' Council are generally involved in various activities throughout the year including the Fresher's welcome, Annual Fest, Saraswati puja, celebration of Teachers' Day Raksha bandhan etc. In the Annual Sports Event student support the concerned teachers is critical. They actively help with student coordination, enlist the names of participants

across different events, help in event management as well as prize distribution. Apart from these events, students are also actively engaged in different events conducted by the National Service Scheme (NSS) of our 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

1

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

### 5.4 - Alumni Engagement

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

Silda Chandrasekhar College has an Alumni Association which provides a forum for periodic interaction among ex-students of this college. The current students are expected to benefit immensely from this association through contact with the alumni, many of whom can offer career guidance to the younger generation. It is an apolitical organisation maintaining liaison between the present and past and promote multidimensional activities. Alumni may donate in the following account.

Account details:

Name of Bank:United Bank of India Branch:Silda

Name of Account:Alumni Association, Silda Chandrasekhar College  
A/C No:0192010526555 IFSC:UTBI0SIL926

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

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

E. <1Lakhs

File Description	Documents
Upload any additional information	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

Silda Chandra sekhar College caters to a marginalized student community in respect of location, demographic composition, social and economic status. At the start of each academic session, the academic committee of our college prepares an academic calendar following the schedule provided by our affiliating University. Accordingly, the routine committee prepares the class routine to be followed by all the departments of the college. The NSS units of our college help in developing human values, morality, and character among our students besides their usual set of training. The Career Counseling cell takes an initiative of raising the level of awareness among the students on different avenues of employment.

Other sub-committees like the magazine, admission, and examination look after their respective fields. The Teacher's Council takes an initiative in the formation and management of all the different committees. All the committees work under the directions provided by the IQAC of our college. Students are informed and encouraged to apply for a number of scholarships provided by government and non-government sources. At the end of the academic session the details of all activities are reported to the Governing Body of

our college.

Teachers discharge an important role in implementing the vision and mission of the college and to that end play a proactive part in the decision - making process particularly in the COVID 19 pandemic situation.

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

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

College runs through a decentralized and participatory system. The Vice-Principal, Vice-principals office and Teachers` council are the three main pillars of the college along with IQAC and Grievance Redressal Cell. The college authority encourages decentralization of activities at various levels. Various sub-committees are constituted where one or two teachers are assigned as conveners for smooth functioning of academic and infrastructural developments. As per the recommendation of the Teachers' Council, one or two teachers are also assigned as in-charge for different units of student union.

N.S.S. Advisory committees and N.S.S. programme officers of two units look into various extension activities and social services. Departments are also engaged with various activities as instructed by the college authority. The departments are governed by the respective Heads. Plan of academic and infrastructural development for the college are discussed in the Teachers Council (T.C.). Representatives from students, teachers, administrative-support staff, government and affiliating university etc. are included in various subcommittees and the Governing Body. Thus participative management is ensured by including representatives from various stakeholders in the committees, IQAC and G.B. of the college. The plan of development thus prepared are placed in IQAC and finally to the Governing Body (G.B.), the highest statutory body of the college.

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

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Despite of COVID - 19 pandemic situation and subsequent lockdown, attempt was done to maintain the academic activities which were conducted in virtual mode using several online platforms. WhatsApp and telegram groups, Email, telephonic conversation etc was used frequently. Students were unable to avail of library and laboratory facilities during this lockdown period and the departments arranged special classes, video tutorials webinars, invited lectures series, online quiz and essay competition etc. from time to time. All the examination and evaluation processes were conducted in online mode as per the circulars and directives issued by Higher Education Dept, Govt. of W.B and notifications issued by UGC and Vidyasagar University. College admission procedure for UG courses was conducted through online process. Teachers` Council and IQAC meetings were conducted on a regular basis through online mode. Regular virtual interaction of the Vice - Principal to the Head and all the faculty members of different departments were there.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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.

Decentralization and participative management is adequately reflected of our college. Our college is government-aided and affiliated to Vidyasagar University.

Accordingly our functioning across various dimensions is regulated by agencies like UGC, Ministry of Education, WBHED, and Vidyasagar University. The college is headed by Principal who supervises the internal administration. The Principal, in turn, reports to the Governing Body-the apex policy making body-constituted as per the West Bengal Universities and Colleges (Administration and Regulation) Act, 2017.

A number of sub-committees consisting of both teaching and non-teaching staff as well as students (wherever applicable) have been constituted to manage various activities of our college.

The IQAC, Finance Committee, and Academic sub-committee are formed by the Governing body, which look after quality assurance, financial decision making, and academic activities respectively.

Teachers Council is also a statutory body and looks after the welfare of teachers so as to aid in smooth functioning of college. To manage the overall activities of college, a number of other sub-committees are formed in the meeting held by the Teacher`s Council.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

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

B. Any 3 of the above



File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

As both the teaching and non-teaching staffs are the pillars of all academic institutions; provision of adequate welfare measures for them is imperative. In this regards, we have the following welfare measures:

- The Service Book committee initiates and updates the service books of all employees wherein an account of all sorts of leaves and details of promotions received are systematically documented.
- A dedicated P.F. sub-committee looks after P.F. advances and withdrawals and the associated interest credited in the employees' account books.
- The IQAC, besides supervising its usual academic administration, plays a pivotal role in career advancement of
- Faculty members by verifying and processing the CAS related paperwork of the incumbent.
- The non-teaching employees are provided their promotional benefits on completion of 7/10/20 years of service on the consent of Governing Body and due approval of the DPI.
- Faculty members are encouraged to participate in Seminars and Workshops as well as to undertake Doctoral research at institutions of repute. Such endeavors are promoted by allowing leaves as per statutory and Government provisions.
- The college provides a monthly advance to newly recruited employees on permanent post till their official procedure of pay- fixation is complete.

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)	No File Uploaded

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

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

0

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

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

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

3

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)	<a href="#">View File</a>

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

The institution takes into account the attendance and the number of leaves taken up by the staff for their performance based appraisal. Excessive leaves over and beyond the permissible limit are treated as 'extraordinary leave' and lead to penalties in the

form of salary deduction as per standard rules. The deducted amount is then returned to the government accounts. For the fulltime teaching staff, serving at the level of Assistant Professor, a performance based appraisal system is already operational following the prescribed UGC guidelines under Career Advancement Scheme (CAS) which takes into account: attendance, number of classes taken, as well as, other curricular, extracurricular and administrative duties performed. On the other hand, for the State Aided College Teachers (SACT) and non-teaching staff, a satisfactory service for a stipulated period renders him/her eligible for a higher slab.

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

No internal financial audit has been conducted by our institution so far.

External financial audit is conducted on the directives of the Department of Higher Education, West Bengal. The external / statutory audit has been completed up to the session 2022-2023.

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)	No File Uploaded

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

As of the current academic year, our institution has two major sources of financial inflow. First, is the Grants-in-Aid received from the State Government which is utilized for payment of salaries to the employees. Second, is the revenue generated out of tuition fees--half of the same is remitted to State Government--and a number of other fees which is utilized for augmenting college facilities. A dedicated Finance Sub-committee headed by the Principal with the assistance of Bursar and Accountant ensures rational use of the available financial corpus. This committee plays a critical role in finalizing the annual budget of our college. It's needless to mention that the said committee functions under the supervision of the Governing Body. All major procurements are carried out following standard practices like inviting tenders/ quotations etc. from different vendors. As a move towards, greater transparency we are encouraging the use of digital payment as far as practicable.

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

### 6.5 - Internal Quality Assurance System

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

The Mentor-Mentee system initiated on the recommendation of IQAC was found to be effective in terms of establishing proper communication with the students especially during the pandemic period. Besides resolving their class and attendance related anomalies, the system

helped in smooth conduct of online admission and online examination within prefixed schedules.

The faculty members were encouraged to attend online webinars, short term courses, and faculty development programmes so as to upgrade themselves. Also, they were encouraged to conduct webinars and other student related activities.

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

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

For a systematic conduct of online classes as well as to maintain a proper record of the number of classes and student attendance a MoU was signed with Times of Internet on the recommendation of IQAC. The MoU was on the provision of one Learning Management System (LMS) from the concerned organization.

The IQAC takes an initiative to collect the online feedback from the passing out batch of students on a number of services and facilities of our college. The collected feedback is computer processed and the subsequent inference generated is discussed and adequate measures are initiated for the improvement of the required areas.

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**

**E. None of the above**

<b>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)</b>	
File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded
<b>INSTITUTIONAL VALUES AND BEST PRACTICES</b>	
<b>7.1 - Institutional Values and Social Responsibilities</b>	
7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year	
<p>The college has a sexual harassment cell and Internal Compliance Cell following the UGC guidelines, which strives to provide a safe and healthy work environment. The college also have a girl's hostel along with security guards to provide safe accommodation to outstation girl students. The college celebrate women's day every year. A girl's common room has been allotted for the convenience of the girl students. The college also have an Anti -Ragging Cell for their concerns and safety.</p>	
File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil
<b>7.1.2 - The Institution has facilities for alternate sources of energy and energy</b>	D. Any 1 of the above

<b>conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment</b>	
File Description	Documents
Geo tagged Photographs	No File Uploaded
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 campus has been made as plastic-free zone as part of the solid waste management system. Campus is cleaned periodically. Liquid waste can be moved through and removed from the campus by a sewage system. Additionally, the campus's solid trash is periodically places in suitable places. Hazardous chemicals and the disposal of electronic waste are trying to place in a specific location.	
File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded
<b>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</b>	<b>E. None of the above</b>
File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded



<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <b>1.Restricted entry of automobiles</b> <b>2.Use of Bicycles/ Battery powered vehicles</b> <b>3.Pedestrian Friendly pathways</b> <b>4.Ban on use of Plastic</b> <b>5.landscaping with trees and plants</b>	<b>B. Any 3 of the above</b>
<b>File Description</b>	<b>Documents</b>
Geo tagged photos / videos of the facilities	<b>No File Uploaded</b>
Any other relevant documents	<b>No File Uploaded</b>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>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</b>	<b>E. None of the above</b>
<b>File Description</b>	<b>Documents</b>
Reports on environment and energy audits submitted by the auditing agency	<b>No File Uploaded</b>
Certification by the auditing agency	<b>No File Uploaded</b>
Certificates of the awards received	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>
<b>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-</b>	<b>E. None of the above</b>

**reading software, mechanized equipment**  
**5. Provision for enquiry and information :**  
**Human assistance, reader, scribe, soft copies**  
**of 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).

Silda CS College, being situated in an age-old tribal belt, is being respectful to all the cultural, regional, linguistic, communal socioeconomic diversity, and try to make a harmonious synchronization between all. The college promotes the students to apply for various scholarships and thus, brings in an effective inclusion through financial aid. The college is committed to creating a safe and welcoming space for all members of the community. The students are oriented towards these efforts.

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

In the present socio-economic scenario, it is a challenge to each and every educational institution not only to educate the students literally but also to make them a responsible future citizen of

the country by enriching the students with a sense of high level of ethics and dignity. It is the mission of the college to nurture the students by developing a perfect balance of traditional values and dynamic ideas in every walk of their lives so that they can contribute effectively towards building a strong nation. Parent Teacher Meets are also organised and parents are urged to take proper care of their wards towards their moral and ethical development by inculcating good habits in their wards to fight against corruption and social decay.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
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**

E. None of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
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

- 1)Plantation Programme for World Environment Day -No. of participants 65
- 2)Celebration of International Yoga Day-No. of participants 114
- 3)Celebration of Independence Day-No. of participants 87
- 4)Dengue Awareness Programme-No. of participants 41
- 5)Communal Harmony Campaign Week And Constitution Day Celebration-No. of participants 55
- 6)World AIDS Day Observati On -No. of participants 78
- 7)Blood Donation Camp-No. of participants 123
- 8)Eye Examination Camp, Dates -  
16/09/2022 No. of participants 106  
21/10/2022 No. of participants 71  
23/11/2022 No. of participants 26  
21/12/2022 No. of participants 30
- 9)Eye Examination Camp, Dates  
18/01/2023 No. of participants 13  
15/02/2023 No. of participants 13
- 10)Gender Sensitization & Legal Activities, Date-04/02/2023 ,No. of participants 105
- 11)International Women's Day-No. of participants 155

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

## 7.2 - Best Practices

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

1. Use of advanced means of educational technologies through adoption of a well decorated smart classroom and 4 (four) ICT-enabled teaching room.

2. Regular guidance and mentoring of students by Career Counselling Cell help the students remain updated on both the traditional and emerging fields of employment.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
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

The college has been situated in a remote locale of Jhargram district, encompasses a vast tribal area where most of the students belong to reserved category. Maintaining an equilibrium between growing opportunities and better quality in the academic arena has been the major challenge of this region. However, our college is trying to maintain the equilibrium. Besides, this area had faced maoist intrusion and violent disturbances for a long time and yet in spite of that the institution aims develop and empowerment of students through education that fosters knowledge and skills, promotes of equality, national integration, moulds character through discipline and rigour and therefore, creates an open mind of the students. Additionally, the college also provides

the following advantages to the students:

1. The poor and meritorious students are supported financially.
2. Students who are good in sports also gets relief in their academic fees.
3. Motivated students for Higher education.
4. Sports and cultural committee identify the talented students by arranging cultural /sports competition and recommend them for participation in higher level events.
5. Along with the on campus students, the local communities are also benefited by the college through several eye examination camp, donation of mosquito nets, women literacy programme etc.
6. Organization of gender sensitization and self defense camp.

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

- 1.To achieve Further excellence in academic co-curricular extracurricular activities.
2. To maintain a healthy and grooming work culture in the campus.
3. Involving parents also as stakeholders for the growth of the institution.
4. To involve the local people for the welfare of this institution.
5. To collaborate with other such institutions for academic and other such purposes.
6. To engage the alumni as potential stakeholders.
7. To introduce Add-one courses.
8. To motivate teaching faculty to pursue research activities.