



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution

**SAHEED ANURUP CHANDRA
MAHAVIDYALAYA**

- Name of the Head of the institution **Dr. Santanu Kumar Sen**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **03329506131**
- Mobile No: **9830501820**
- Registered e-mail **office@anurupchandracollege.org**
- Alternate e-mail **info@sacm.ac.in**
- Address **Village & P.O. - Burul, P.S. -
Nodakhali, District - South 24
Parganas.**
- City/Town **Nearest City - Kolkata**
- State/UT **West Bengal**
- Pin Code **743318**

2.Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **University of Calcutta**
- Name of the IQAC Coordinator **Debashis Bera**
- Phone No. **9434415776**
- Alternate phone No. **03329506131**
- Mobile **9830501820**
- IQAC e-mail address **office@anurupchandracollege.org**
- Alternate e-mail address **info@sacm.ac.in**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://www.sacm.ac.in/allupload/60827AQAR-2022-23.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

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

<https://www.sacm.ac.in/page.aspx?id=14>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C++	68	2004	03/05/2004	02/05/2009
Cycle 2	B+	2.62	2016	05/11/2016	04/11/2021
Cycle 3	B+	2.66	2024	06/12/2024	05/12/2029

6. Date of Establishment of IQAC

30/06/2004

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
Saheed Anurup Chandra Mahavidyalaya	Renovation and Repair of Academic building	Department of Higher Education , Govt. of West Bengal	2023-24	2833000

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **4**

- 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)

Regular meeting for review and monitoring of the quality enhancement measures

Timely submission of AQAR

Participation in NIRF and submission of AISHE data

Timely submission of SSR and DVV for 3rd cycle of NAAC assessment

Initiatives for Quality Audit (AAA, Green Audit, Energy Audit and ISO certification)

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
More MOU with industry and other relevant institutions	4 such MOU had been in operation
Initiative for publication of ISBN book from the college	One such edited volume is ready for publication
One room to be renovated as fully ICT based and furnished seminar room	EB -14 room has been renovated for the purpose
NAAC assessment to be completed as soon as possible	IIQA and SSR for 3rd cycle has been submitted and assessment process has been completed
Initiation of Patent and Copyright	One Copyright and 2 Patents have been published
ISO Quality audit to be done	ISO audit has been done and approved upto 2027
Air and Water Quality to be checked	Air and Water Quality checking has been done

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	20/12/2024

14. Whether institutional data submitted to AISHE

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<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body	20/12/2024

14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2023-24	14/02/2025

15.Multidisciplinary / interdisciplinary
<p>Saheed Anurup Chandra Mahavidyalaya (SACM) has been working on holistic and multidisciplinary education for past few years to develop social, physical, intellectual, emotional, and moral capacities of its students in an integrated manner. After implementation of CBCS and thereafter NEP-2020, the curriculum, which is already Credit-based, has become much flexible and</p>

interdisciplinary combinations. The COs and POs have been designed giving emphasis on disciplinary knowledge, critical thinking, problem solving, analytical, communication skills and alike. The opportunities of doing research are inculcated through holistic and multidisciplinary approach. Some Patents and Copyright have been filed where faculty members and students from multiple departments participated

16.Academic bank of credits (ABC):

The affiliating - University of Calcutta has already taken initiative towards ABC and accordingly, on 5th October 2024 an Workshop was organized on ABC where Experts came from New Delhi and presented the advantages and operations of "DigiLocker" of Govt. of India. The Principal and IQAC Coordinator of SACM was present in that Workshop and supported the implementation. We believe that very soon ABC will be implanted through this DigiLocker. It has become mandatory for all newly admitted students from 2025-26 onwards that the ABC ID is mandatory without which registration by the affiliating university "University of Calcutt" cannot be done.

17.Skill development:

Skill Development for the students have been given utmost priority in the college in line with the NEP-2020 to make the students self-sustainable and thus to build the "Atmanirbhar Bharat". The college has itself designed 25+ value added courses out of which some are true skill-based. The college has signed with 18 industries to impart skill-based training to the students to prepare for better employability. Apart from this, Life skills is also taught to students

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

The college believes on the comprehensive knowledge system of Indian heritage and culture and the Indian way of doing things. The college emphasizes on the 3 important attributes of IKS - Jnan, Vignan, and Jeevan Darshan. Although the curriculum has different courses aligned to IKS, the college has signed a MOU with one professional organization - "Yoga and Happiness" through which one certificate course on Yoga and Happiness runs in the "Yoga and Wellness Centre" of the college. The Library has a separate "Religious Section" where books from all major Religions like Hinduism, Islam, Christian, Buddha, Jain, Jewish, Confucius etc are available

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

The college has shifted from Teacher-centric teaching-learning to Student-centric teaching- learning methodology where the course delivery, assessment are planned to achieve stated Outcomes. For each course, proper COs and for each Programme, proper PSOs have been designed. The COs are mapped with respective POs and PSOs. CO Attainment and PO Attainments are calculated using Direct and Indirect methods with proper weightage

20.Distance education/online education:

After the Covid-19 pandemic period, the college became competent enough to conduct online classes, meetings, webinars etc. and thus online education has become a part of ongoing teaching-learning process. Many Seminar/Workshops/FDP etc are conducted in blended mode. The college developed its own LMS through which online classes are conducted

Extended Profile**1.Programme**

1.1

236

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

File Description	Documents
Data Template	View File

2.Student

2.1

1519

Number of students during the year

File Description	Documents
Data Template	View File

2.2

524

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

File Description	Documents
Data Template	View File
2.3	304
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	35
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	36
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	15
Total number of Classrooms and Seminar halls	
4.2	4889285
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	60
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

Saheed Anurup Chandra Mahavidyalaya is in the continuous process of self-improvement. The CCF syllabus designed by the parent university (University of Calcutta) has been implemented since July, 2023. Systematic steps are taken for the delivery of quality education. The preparation for the same commences with a departmental committee meeting held prior to the commencement of each academic session. Various aspects such as completion of curriculum and outcome-based teaching is planned along with all other aspects of the academic calendar in the IQAC meeting. An Orientation Programme at the beginning of each academic year introduces the students to the structure of their curriculum and acquaints them with the framework of curriculum delivery. The teachers maintain registers and diaries to chart their progress in the transaction of syllabus. To facilitate the teacher- student exchange of views and to diminish the communication gap, individual mentor's groups are created for every subject. The institution, thus strive for the effective spread of education and use effective and structured steps to achieve the goal.

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)

An academic calendar is prepared by the concerned official at the beginning of each semester in synchronization with the University's calendar. Academic Calendar of 2023-24 is prepared by the college following university circular. 1. Time Table - The sub- committee prepares the time table as per the guidelines of the university regarding credit hours for each course. 2. Course files and Lecture Plan- After the allocation of course module to the faculty member's course file of each subject is prepared. Each course file is duly approved by respective Heads of the Departments. 3. Examinations- Detailed Examination schedule is announced in advance by academic committee. Internal viva Tutorial and practical exams are conducted by the respective departments before/after the university examinations. 4. Exam sheets evaluation : The answer sheets received from examination control

section are evaluated and scrutinized by the concerned faculty members in each department to ensure transparent and unbiased evaluation. 5. Every teacher conducts regular class tests on the related topic for practice and revision of students. 6. Academic Monitoring- Departmental Head maintains a monthly monitoring report on course coverage, student attendance and assignment provided for every subject. The IQAC monitors the overall progress of the evaluation process.

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

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	View File
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

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)

14

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

1130

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	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

CROSS-CUTTING ISSUES are topics that are identified as important and that affect and cut across most or all aspects of development.

Mostly identified issues as cross-cutting in the field of Education are Gender, Environment and Sustainability, Human Values, Capacity-Building, Inequality and Climate Change. These are called crosscutting because they can't be taken as isolated issues, because they affect all other sectors. If these issues are not tackled, the successes will be very limited. So nowadays these topics should therefore be integrated and mainstreamed throughout all stages of development from policy design, to implementation, evaluation and learning.

The Institution integrates Cross Cutting Issues through the Curriculum of Semester-wise CBCS as prescribed by the Parent University in different Courses offered under B.A./B.Sc./B.Com. (Honours and General programmes. There are various such issues in the curriculum of Bengali (Honours/ General) programmes, Political Science (Honours and General) programmes, History (Honours & General) programme and Ability Enhancement Compulsory Course (AECC-2)/ Environmental Studies.

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

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

2

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)	View File

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

77

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

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

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.sacm.ac.in/allupload/19988Students%20Feedback%202023-2024.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

1161

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

321

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

Student's assessment is a critical aspect of the teaching-learning process. It is very important for the institutions to strategically evaluate the effectiveness of their teaching by measuring the extent to which students in the classroom are learning the course materials. As prescribed by the parent university our institution organizes periodical tests, unit tests, internal examinations etc. to assess the learning levels of the students. All the above mentioned tests and examinations are conducted regularly in each semester. The categorization of slow learners and advance learners are primalrily done based on CO attainment calculations. Where, the slow learnedrs are provided remedial classes, the fast or advanced learners are provided high-end courses and training.

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

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

Number of Students	Number of Teachers
1519	35

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

Student-centric learning means putting students at the centre of the learning process. When students are given the opportunity to gauge their learning, learning becomes an incentive.

The college offers a constructive platform for students to sharpen their skills and knowledge and enhance moral values to mould their career and attitude towards right direction. The college uses several student- centric methods for enhancing learning skills and abilities of students. Active involvements and efforts of faculty members ensure the effectiveness of the activities through adoption of the following student- centric methods.

1. **Experiential Learning:** All the departments of the college employ the following experiential learning techniques to improve understanding and creativity levels of the students.

1. Workshop
2. Report writing
3. Peer Assisted learning
4. Internship
5. Industry visit
6. Demonstration by students

2. **Participatory Learning:**

1. Seminar by students
2. Blended learning
3. Group discussion
4. Presentation
5. Quiz
6. Debate

3. Problem-solving methods: A In this regard, college organizes special lectures on various topics and engage student to participate in the following problem-solving methods.

1. Case study

2. Project Work

3. Field visit

4. Activity based learning

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

In Saheed Anurup Chandra Mahavidyalaya, the faculty members most often use ICTs for 'routine classes'. Apart from regular classes teachers also use ICT in record keeping, lesson plan development, information presentation, basic information searches on the Internet, provide further teaching material, simplify regular learning material available in books etc. In our institution more or less all of the Teachers use ICT in their regular class. Teachers who are more knowledgeable in ICTs use and are more efficient in utilizing computer assisted instruction use ICT overall. The existence of ICTs alone does not transform teacher practices. Teachers' pedagogical practices and reasoning influence their uses of ICTs, and the nature of teacher- ICT use impacts student achievement. The use of ICTs as presentation tools through Smartboards, LCD projectors, television, electronic whiteboards, guided 'web-tours', where students simultaneously view the same resources on computer screens is seen to be of mixed effectiveness.

Currently the Institution has 15 ICT enabled classrooms which is 100% including 9 Smartboards.

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

35

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

35

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

13

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

757

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.

At Saheed Anurup Chandra Mahavidyalaya we maintain complete transparency in the internal examination process. The institution strictly adopts and follows all the directions given by affiliating University. For transparent and robust for internal assessment, the following mechanisms are conducted Internal Examination Committee, Question Paper Setting, Conduct of Examination, Result display, Interaction with students regarding their internal assessment etc. The method of internal assessment helps the teachers to evaluate the students more appropriately. Due to internal assessment, the interest of the student towards learning and attending the classes has been also increased. It has created the interest among the students to take active participation in various co-curricular and extra-curricular activities for their overall personality development. The marks obtained by the students in internal assessment tests are uploaded accordingly on the university web portal along with their

attendance. If any student face any problem or any grievance arises during the conduction of examination are considered and discussed with the head of the institution and if required forwarded to the university as early as possible

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

There is complete transparency in the internal examination. The institution has transparent and robust evaluation process in terms of frequency and mode.

To maintain proper transparency in the Internal as well as External Examinations, the college has a dedicated Examination Cell headed by Office In-Charge (OIC) along with several members. Besides this, the college has some dedicated committees to look after the different important stages regarding the examinations like Internal Examination Committee, Question Paper Setting Committee, CU Exam Committee. Besides these, there is a Grievance Redressal Committee in the college which not only looks after the grievances regarding the examination processes but also takes care of many other grievances of the students regarding academics, admission, indisciplinary activities etc. There is a mechanism of lodging grievance by any student of the college through Online Grievance Link given in the College Website as "Student Grievance" tab on the top of the webpage, which itself indicates how concerned is the college authority regarding the students' complaints or grievances. The grievance redressal is time bound and there is a mechanism which is strictly maintained in the college level to address the issues in a time-bound process.

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.

Saheed Anurup Chandra Mahavidyalaya is keenly focused on Outcome-based Education (OBE) and hence the Institution approaches teaching-learning in a definitive and structured manner. Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) for all Programmes and Courses respectively, offered by the institution are stated and displayed on the college Website under the IQAC Menu. The same is also communicated to the teachers and students in different ways apart from the Website link. The institution presently offered six honours programmes and three general. Therefore, the institution has nine academic programmes running under Curriculum and Credit Framework (CCF) and backlog Choice Based Credit System (CBCS). As per the UGC guidelines, there are total 8 Programme Outcomes for all the General Programmes like BA General, BSc General and BCom General. But of the 6 Honours Programmes, the corresponding departments have formulated 3 to 5 Programme Specific Outcomes (PSO). The Course Outcomes (COs) for each Course/Subject is framed by the corresponding departmental faculty members. Both students and teachers are aware of stated programme and course outcomes of the programmes offered by the institution.

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.

At Saheed Anurup Chandra Mahavidyalaya all the departments prepare the POs, PSOs of the corresponding programmes and COs for all the courses taught in the college and does the CO-PO mapping for all courses/subjects based on the curriculum and syllabus of the affiliating university

The CO Attainment is evaluated through Direct and Indirect assessment tools. The result of attainment of CO is used to evaluate the attainment of Programme Outcome (PO) and Program Specific Outcome (PSO).

The Attainment calculation is done in a decentralized manner as briefly given below.

CO Attainment Processes:

Followings are the methods to find attainment of the COs: Student's knowledge and skills from their performance in the

Continuous Internal Assessment tests

Semester End Examinations

PO and PSO are carried out through Direct method and Indirect method. Measuring

CO attainment through Cumulative Internal Examinations (CIE) :

CO attainments are measured considering assignments, Unit Tests through CIE. CO attainment is obtained through Cumulative Internal Examination (CIE) and Semester End Examination (SEE).

Attainment Level of courses is set as below by the program:

Overall CO attainment is obtained considering 35% credit from CIE and 65% from SEE

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.sacm.ac.in/page.aspx?id=1202

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

165

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

2.7 - Student Satisfaction Survey

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

<https://www.sacm.ac.in/page.aspx?id=1180>

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

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

0

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

8

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

2

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

6

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 institution has active NSS corps functioning and students are actively encouraged to enroll in them for obvious reasons: chief among which is that it has helped many students to overcome their initial hesitation and has successfully transformed themselves as a much more confident individual. The NSS unit have enjoyed an illustrious past that includes not only successful placements but also different community outreach programmes that benefit the adjacent locality through different programmes like:

1.Early marriage awareness camp

2.Tree plantation programme

3.swachha Bharat Aviyan.

4. Health hygiene for woman

The college has undertaken the Swachh Bharat initiative through which Students and Teachers actively participate in the special cleanliness drives within the college premises and adjacent areas. Rallies on themes connected with 'Swachh Bharat Abhiyan' in and around the college campus are organized to create mass awareness on such issues.

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

2

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

4

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

104

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

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

4

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**

4

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.

In our institution, there are immense adequacies of smart classrooms. Total of 9 smart classrooms in our college, 7 are funded by RUSA, 1 classroom is constructed by UGC Fund and 1 made from State Government Fund. In every smart classroom, there are computers, smart projectors, and whiteboards. Our experienced teachers use these ICT-based classrooms to teach our students. Public address systems and digital podiums (funded by RUSA) are present in each classroom. Every department has its classroom as well as a steel almirah for keeping text and reference books, answer scripts, stationeries and other documents from where the teacher and student can use their required books. We also have well-equipped & furnished computer laboratory where the student can avail practice sessions required for their compulsory computer courses. We also have two subject based laboratories, one for Geography and another one for Physical Education. Every lab is well equipped with modern laboratory instruments along with computers, where the students do their practical work.

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

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

The college has adequate facilities for sports, games and cultural activities with three playgrounds for multiple games such as cricket, football, volleyball, badminton, throwball, etc. In common rooms, the institute provides carom board, table tennis for recreation purposes. The college provided proper coaching and guidance by experienced teachers and sometimes by external coaches. It has a well-maintained multi-gym, where girls and boys practice physical exercise. The College has a Yoga and Wellnedd Centre where many students as well as teachers regularly practices yoga. Self -Defense course is also taught in the college, partiulary focusing on Girl students. Students, teachers and staff actively participate in the Annual sports programme and

the best students actively participate in the zonal and district levels inter-college sports competitions organized by the university. They won the medal in various sports events i.e. Youth Parliament Competition and other cultural events which are organised outside the campus. Social and Freshers Welcome is regularly organized under the banner of Students' Union with the help of college authority.

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

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

9

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

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)

1019821

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)

- Name of ILMS Software - SOUL
- Nature of automation (fully or partially) - Partially
- Version - 2.0
- Year of Automation - 2014

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

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

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)

323173

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

46

File Description	Documents
Any additional information	View File
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

The institute has a well-defined E-Governance Policy relating to basic computing facility to Network, Internet and ITes services. IT Infrastructure is regularly upgraded to provide IT requirements which include Internet, Wi-Fi, ICT classrooms and other Computing devices like Printers, Scanners, Photocopiers, CC camera etc. up to date.

After the introduction of newly launched 5G wireless mobile technology, the college tied up with Reliance JIO and made the college campus Wireless 5G mobile network enabled.

No. of Computers:

There are 100+ Computers and Laptops in the college where 60+ computers have been allocated for academic purposes. Almost all major departments have been allocated separate Laptops for their daily usage apart from computers.

Computer Center:

The common Computer Center has dedicated 30 computers for students of all streams.

Wireless Network and Internet: (100 MBPS): Almost all computers in the institute have internet facility.

Wi-Fi facilities are provided in important locations like Administrative block, Library, Principal's chamber, Staff Room and different Laboratories. The whole campus is Wireless 5G enabled.

Computer Center: The common Computer Center has dedicated 30 computers for students of all streams.

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

4.3.2 - Number of Computers

60

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	View File

4.4 - Maintenance of Campus Infrastructure

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

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

3821102

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.

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. The physical facilities and academic infrastructure of the Institution is well-maintained by various committees and subcommittees. The college caretaker is the primary person of contact for maintenance of common infrastructure including Water,

Electricity, Plumbing, Power back up. There is Annual Maintenance Contract with IT products' suppliers for ICT based instrumentation, hardware and software. The computers, Wi-Fi facilities, LAN connections are maintained on regular basis and upgraded time to time by a team of experts with the help of AMC bound personals. Sports is conducted by the Sports Committee and support staff. The college also has a building subcommittee, which is part of the Governing Body of the Institution. This subcommittee is tasked with recommending repairs and expansion projects for the college infrastructure.

File Description	Documents
Upload any additional information	No File Uploaded
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

1347

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

1347

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	Nil
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

590

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

590

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

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

A. All of the above

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

35

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

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

5.2.2.1 - Number of outgoing student progression to higher education

51

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	No File Uploaded
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.

4

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)

A list of Cultural Festivals observed in our college are : 1. Swami Vivekanandabirth day (National youth day) on 12thJanuary. 2. Fresher's Welcome. 3. The collegefoundation day. 4. Rabindra Jayanti 5. Students celebrates Raksha Bandhan with a great zeal. 6. On 21 February we celebrate International Mother Language Day to promote awareness of linguistic and cultural diversity and to promote multilingualism. 7. On 5thSeptember Teacher's Day is celebrated. 8. Basant Utsav is held in the month of March on the day of Holi. 9. Spring is welcomed through music and dances in our college. The opening ceremony of this occasion is Tree Plantation

program. Beside this our college also organizes a social event that is Blood Donation camp. This event is mainly organized by Student union and NSS Unit. Cultural Activities: Students actively participate in various cultural activities like dance competition, singing competition, Quiz contest, Debate, Recitation contest, Mock parliament etc. Physical Activities: . Every year Annual Sports is held during winter. Students are take part in different events like 100m Run; File Description Documents Paste link for additional information Ni

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

10

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

Presently there is no registered Alumni Association in the College. We have applied for registration of the Alumni Association of the College to the competent authority with all requisite document and it has been approved. Presently it is under process. However, a good number of alumni have maintained regular

communication with the institution and they have actively participated and assisted in the Annual Sports Meet, Annual Cultural Meet, Blood Donation Camp, Annual Social and Cultural Program and various other Extension and Outreach programs.

Some prominent Alumni are worked as teacher in our college and some are engaged in social service activity. Some of the Alumni are working as members of the elected local self-government and are engaged in the management body of different schools and colleges. They have contributed much, though not so much in financial terms, but in many ways for the holistic development of the students of the college

File Description	Documents
Paste link for additional information	Nil
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

Vision Statement:

The vision of the institution is to provide education to the economically and socially backward community of the remote villages by imparting inclusive knowledge to become responsible citizens and meet societal challenges.

Mission Statement:

- To provide the right ambience and opportunities for the students to acquire knowledge on respective disciplines along with effective communication and value-added skills to face the job market.

- To promote outcome-based education by stimulating an academic environment towards an outcome-oriented teaching-learning process.
- To collaborate with different industries and institutions to promote teaching-learning process, research and entrepreneurial development.
- To maintain transparency in all aspects of the college through good governance
- To promote the socio-economic development of the society through excellence in education with ethical values

Nature of Governance: The institute follows democratic and participatory mode governance with all stakeholders participating actively in its administration.

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.

Decentralization and Participation in the Institutional Governance. The college has a mechanism of providing operational autonomy to various functionaries in order to ensure a decentralized governance system in accordance with the vision and mission statement of the college.

The Governing Body is the highest decision-making body for college administration. It is comprised of teaching and non-teaching members, university and government nominees and student representatives.

The Governing Body, Principal, Teachers' Council and IQAC are always working in tandem to design and implement quality policy.

At the strategic level Governing body members, the Teachers' Council and IQAC are involved in defining policies and procedures, framing policies and rules and regulations, about admission. At the functional level, faculty members share knowledge among themselves. Students and staff members while working for the

committee.

The Principals in consultation with the Teacher's Council nominates different committees for planning and implementation of different academic, student administration and related policies. Both Teaching and Non-Teaching staff members are given representation in various committees, cells and clubs.

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

A. Perspective plans:

1. Applications for grants from government and non-government sources.
2. Extension of available areas to accommodate more classrooms, laboratories, auditorium, staffrooms etc.
3. Renovation to revive the aging infrastructure.
4. Improvement of the scope of Teaching-Learning experience through the use of ICT and other innovative means.
5. Introduction of new subjects and courses.
6. Application for more substantive posts.

Participation of the Teachers in the Decision Making Bodies of the Institution:

The Governing Body delegates authority to the Secretary and Principal who share it with the different levels of functionaries in the college. The Heads of the Departments, the conveners of different committees and cells play a decision making role to implement institutional policies.

The ongoing journey of the institution is driven and directed by a well-drafted Strategic Plan evolved through deliberations and

engagements with all its stakeholders, academicians and experts. One of the important institutional strategic/perspective plans which were effectively implemented is Rashtriya Uchchatar Shiksha Abhiyan (RUSA). The RUSA authority has sanctioned Rs. 2.00 crores for the college (received only Rs. 1.5 crores).

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

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

The organizational structure / Organogram of the Institute has been functioning and deploying services as per statutes stipulated by the Government, UGC, Affiliating University and the vision of the Institute.

The Organization Structure and functions

The Governing Body of the Institution is visionary and committed. The Governing Body is the highest decision-making body for college administration as per The West Bengal Universities and Colleges

(Administration and Regulation) Act, 2017. The Governing Body approves new programs and financial budgets and functions strategically for the proper development of the college.

2. The Head of the Institution (HOI) is responsible for administrative and academic activities. HOI is empowered and responsible for implementing the policies and decisions of the statutory bodies, management and higher bodies.

3. IQAC initiates, plans and supervises activities for the development and application of quality, benchmarks in collaboration with the Principal. IQAC ensures quality through internal academic and administrative audits. The Cell monitors skill-based and quality events

4. The Bursar is the financial administrator. The bursar collaborates with the authority in the management of office,

finance and expenditures.

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

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 institution is always looking to give attention to the welfare of its teaching and non-teaching staff. All the staff are the resources of this institution. It's the responsibility of the institution to take care of its resources wherever and whenever. Presently there are few welfare schemes are active for both teaching and non-teaching staff of the college.

Teaching Staff- 1. Staff cooperative credit society 2. West Bengal Health Scheme (For full-time Permanent Professor) 3. Sasthya Sathi Scheme: (For state-aided college teachers)

Non-teaching Staff- 1. Staff cooperative credit society 2. Sasthya Sathi Scheme 3. PF, ESI: (For casual non-teaching staff)

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

3

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

2

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

8

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

The institution follows a performance-based Appraisal System for the teaching staff as mandated by the Directorate of Higher Education, Government of West Bengal. The promotion of teaching staff strictly adheres to the norms laid down by UGC under the API

scheme of promotion. The self-appraisal and the API score claim are verified by the IQAC and forwarded to the Principal who scrutinizes them and if satisfied, places the same before the Governing Body for recommendation.

Besides this, all teachers maintain Teachers' Diary to keep records of their attendance and leave, allotted and taken classes, administrative and co-curricular activities etc. For quality performance appraisal, feedbacks from students, alumni and other stakeholders are taken from time to time with a structured questionnaire.

Performance Appraisal of non-teaching staff also does exist which is followed for their annual performance evaluation through a particular format. Relevant measures are taken based on the feedback and performance.

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

The college conducts internal and external financial audits. The Education Directorate of the Department of Higher Education, Government of West Bengal is the competent authority for the appointment of external auditors. The auditor prepares a report on the basis of its observations. The audit report is mandatorily sent to the office of the Director of Public Instructions, Government of West Bengal, immediately after the execution of the audit. The audits of the session 2022-23 has been completed. The resource generated is being utilized in the development of infrastructure, library book, laboratory equipment, sports articles etc.

Timely submission of income tax, professional tax and GST is also done on a regular basis.

Apart from Financial Audit, AAA (Academic and Administrative Audit) is also done by external experts every year. Green audit

and Gender audit also has been done for the first time.

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

The Institution always maintains a transparent and well-planned financial management system. The Annual Financial Budget is prepared at the beginning of the financial year and subsequently approved by the Governing Body. A statutory Finance Committee keeps a close vigilance on the income-expenditure pattern of the College.

The main source of funds is mainly planned and non-planned allocation of the State Government and UGC. The other key sources of funds are the student's admission fees, development fees, laboratory fees, library fees, magazine fees, collected at the time of admission and tuition fees and examination fees collected during the academic year. The institution also received a RUSA grant of 1.5 crores and recently State Govt. Fund of amount 28.5 lacs for some civil works. The college provides financial support for seminars/workshops/expert talks/ collaborative activities etc.

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

IQAC of this college plays an important role in the quality assurance strategies and processes. Among the various initiatives taken by the IQAC to meet the standard of quality assurance of the college, two of these initiatives are discussed below-

1. The IQAC of the college has initiated the seminar and webinar programme during the academic session of 2020-21 and so on during the pandemic period. A total of 5 departments have organized national and international level webinars in the previous session. Thousands of students and faculty of different colleges and universities have actively participated in these programmes and eventually made it a grand success.

2. Also several student seminars are organized by the different departments of the college and students are motivated by the teacher to join these programmes to build up their confidence in their academic excellence. All the departments are instructed by the IQAC to prepare an E-magazine and introduce faculty exchange

programmes. But due to the pandemic situation, all the initiatives could not be accurately done by all the departments. All the departments presently using ICT technique in teaching-learning procedures with 100% efficiency as per the IQAC instruction.

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

The IQAC has contributed significantly to institutionalize quality assurance strategies and processes.

- Use of technologies for academic and administrative development has been an important goal of the IQAC. Under its supervision a total of 15 ICT-based classrooms including 9 smart classrooms are presently functioning and a large number of books journals and e-learning resources like INFLIBNET-NLIST are procured.
- IQAC is instrumental in creating an effective institutional functioning in a technology-enabled way. Online admission process and student data management are of immense help for smooth administrative processes.
- The IQAC encourages teachers to pursue Ph.D. and publish research articles in academic journals.
- Teachers are motivated to actively participate in seminars held in different institutions.
- Departments in association with IQAC organize seminars and webinars on relevant topics of different emergent areas of the curriculum.
- Empowering students through compulsory certificate courses on Office Management and DTP and also through career guidance initiatives.
- Organizes Employability Training Programmes to make the students Job ready like TCS 100 Hours Youth Employment Programme and Employability Training by Bajaj. Academic and Administrative Audits are conducted under the active leadership of IQAC.

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	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Saheed Anurup Chandra Mahavidyalaya has a strong ethical work culture that is based on inclusivity. It observes highest ethical standards in all its activities. Equal opportunities are provided to all individuals irrespective of gender, race, caste, color, creed, language, religion, political or other opinion, national or social origin, property, birth or other status. Its unique work culture, healthy traditions and ethos have led to enrolment of 59.46 % Girls students. Safety, security and well-being, along with gender equity and friendly working atmosphere are the issues of prime concern to the college. Gender sensitivity is an inherent value in the cultural ethos of the institute and its neighbouring community, as is evident by the following facilities - (a) Safety and Security Security checkpoints at campus entries and exits. Extensive CCTV surveillance network for 24x7 monitoring. Rotational duty by all faculty members for discipline and security. Strict implementation of policy guidelines regarding anti sexual harrasment, Anti-Ragging, Smoking Free Campus. Awareness campaigns on women safety and gender sensitivity through regular awareness sessions. Regular programmes and Special Camps by NSS volunteers. The College is the preferred destination of parents for education of their female wards as evidenced by the Stakeholder Feedback.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures **A. 4 or All of the above**
Solar energy
Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

The Institution has maintained the campus as Plastic Free Zone. The campus is surrounded by ample greeneries and is wellmaintained. The NSS unit of the college has taken occasional programe throughout the year for cleaning the campus. The unit ensures that the bio-degradable and non-degradable wastes are separated and deposited in the bins specifically kept in different places around the college campus. The students participate in this endeavor sincerely. The Institution has liquid and solid waste management systems.

The college signed a MOU with Hulladek E-waste management company for disposing of e-waste two times in a year.

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	View File

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	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

- 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	View File
Any other relevant documents	View File

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

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

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	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

A. Any 4 or all 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).

The college celebrate Republic Day and Independence Day with great solemnity and organized Seminar and discussion by the IQAC.

Communal harmony is promoted through the observation of functions such as Rakhi Bandhan Utsav. Annual cultural program are held regularly. Bhasha Dibas is held with equal zeal every year, On 21st February, 2024, Bhasha Dibas was celebrated in our college. A cultural program was jointly organized by department of Bengali and English that day. The Principal, teachers and students took part in these programs

As the college is situated in a mixed cultural milieu with a considerable number of minority students and with more than 60 percent of girl students the college authority always takes various steps to promote inclusive environment. Some of its initiatives are: 1. Equal Opportunity Center is a campus-wide committee that promotes diversity and inclusion at the College. 2. The IQAC and NSS unit conducts frequently awareness programmes to sensitize its students on religious tolerance and social harmony. National Commemorative Days are celebrated to induce sense of nationalism and social harmony among its students. 4. Seminars and Workshops by External resource persons: The College also promotes inclusion through workshops and seminars that focus on cultural awareness, critical thinking,

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

As the college is situated in a mixed cultural milieu with a considerable number of minority students and with more than 60 percent of girl students the college authority always takes various steps to promote inclusive environment. Some of its initiatives are:

1. Equal Opportunity Center: EQC is a campus-wide committee that promotes diversity and inclusion at the College. And the committee would include undergraduate students, graduate students, administrators, faculty members, staff members, and alumni.

2. Sensitization programme: The IQAC and NSS unit conducts

frequently awareness programmes to sensitize its students on religious tolerance and social harmony

3. Promote inclusivity and diversity through curriculum teaching: The Institution organizes Orientation Programmes and information sessions so that students can see their future represented on campus and this diversity continues as a learning experience through the teaching of their syllabi. They show students that subject matter is more significant than their gender, race, or sexual orientation.

4. Seminars and Workshops by External resource persons: Through these participatory programmes students are encouraged to explore different cultures and become more knowledgeable about the world around them and it also help reduce stereotypes, prejudice, and racism.

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

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

Institution organizes national and international commemorative days, events and festivals. In our institution, Saheed Anurup Chandra Mahavidyalaya organize commemorative days and events every year, such as Independence Day, Republic Day, Bhasha Dibas (International Mother Language Day, International Women's Day. This year Independence Day and Republic Day were celebrated by very small program. But Bhasha Dibas and International Women's Day were celebrated very preciousy On 21st Feb.2024(Bhasha Dibas) at noon, a cultural program was organized jointly by the department of Bengali and English. Students participated in recitation, singing and presented paper on the significance of the day.

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

7.2 - Best Practices

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

Best Practice-01: Beyond Curriculum Training on Value Added Courses

This best practice is included for making students industry ready

and empowering them for employability, higher education and self entrepreneurship.

Objectives of the Practice

To bridge the gap between industry and academia

To enhance soft skills to groom the students

to make them smart and presentable in the job market

To prepare students with some distinct skill set as per market demand for better employability.

To prepare students with some distinct skill to show the avenues for interested students toward entrepreneurship.

Best Practice 02: Community Development Initiatives:

Enabling humanitarian activities by the students leading to their involvement in enrichment of living conditions for the socially and economically disadvantaged and overall community development.

Objectives of the Practice:

To actively assist in the development of the economically and socially backward community of the remote villages in surrounding areas of the institute

To encourage faculty, staff and students to be empathetic with the economically and socially weaker sections of the society by providing direct and indirect support and aids

To encourage gender equity activities and issues in women and education.

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

Institutional Distinctiveness: Holistic Development:

Academic development is not possible without extra-academic and coacademic/co-curricular development of a student because these are the tools which help to shape a student towards as a mature and responsible citizen of the country which is very vital for nation building. SACM since its inception 1991, emphasizes on such extraacademic activities due to the principles and ideologies of its founder - Martyr Anurup Chandra Sen, who was a freedom fighter. Since then, the college has focus on the holistic development of its students. Distinctiveness is a unique identification and recognition of any Institution or Organization, usually for the betterment of the mass, which is built years long continuous focus and concentration on this particular identification of an institute/organization. In SACM, Holistic Development, which is essential and necessary for the overall growth of a student, has got a unique identification and recognition in the surrounding area of the district of South 24 Parganas. This is aligned with the mission and vision of the institute. Some of the major tools towards the holistic development of the students are through Institution's best practices, BCT, NSS, NCC, Co-Curricular activities etc

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

Saheed Anurup Chandra Mahavidyalaya is in the continuous process of self-improvement. The CCF syllabus designed by the parent university (University of Calcutta) has been implemented since July, 2023. Systematic steps are taken for the delivery of quality education. The preparation for the same commences with a departmental committee meeting held prior to the commencement of each academic session. Various aspects such as completion of curriculum and outcome-based teaching is planned along with all other aspects of the academic calendar in the IQAC meeting. An Orientation Programme at the beginning of each academic year introduces the students to the structure of their curriculum and acquaints them with the framework of curriculum delivery. The teachers maintain registers and diaries to chart their progress in the transaction of syllabus. To facilitate the teacher- student exchange of views and to diminish the communication gap, individual mentor's groups are created for every subject. The institution, thus strive for the effective spread of education and use effective and structured steps to achieve the goal.

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)

An academic calendar is prepared by the concerned official at the beginning of each semester in synchronization with the University's calendar. Academic Calendar of 2023-24 is prepared by the college following university circular. 1. Time Table - The sub- committee prepares the time table as per the guidelines of the university regarding credit hours for each course. 2. Course files and Lecture Plan- After the allocation of course module to the faculty member's course file of each

subject is prepared. Each course file is duly approved by respective Heads of the Departments. 3. Examinations- Detailed Examination schedule is announced in advance by academic committee. Internal viva Tutorial and practical exams are conducted by the respective departments before/after the university examinations. 4. Exam sheets evaluation : The answer sheets received from examination control section are evaluated and scrutinized by the concerned faculty members in each department to ensure transparent and unbiased evaluation. 5. Every teacher conducts regular class tests on the related topic for practice and revision of students. 6. Academic Monitoring- Departmental Head maintains a monthly monitoring report on course coverage, student attendance and assignment provided for every subject. The IQAC monitors the overall progress of the evaluation process.

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

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	View File
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****9**

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)****14**

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**1130****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	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

CROSS-CUTTING ISSUES are topics that are identified as important and that affect and cut across most or all aspects of development. Mostly identified issues as cross-cutting in the field of Education are Gender, Environment and Sustainability, Human Values, Capacity-Building, Inequality and Climate Change. These are called crosscutting because they can't be taken as isolated issues, because they affect all other sectors. If these issues are not tackled, the successes will be very limited. So nowadays these topics should therefore be integrated and mainstreamed throughout all stages of development from policy design, to implementation, evaluation and learning.

The Institution integrates Cross Cutting Issues through the Curriculum of Semester-wise CBCS as prescribed by the Parent University in different Courses offered under B.A./B.Sc./B.Com. (Honours and General programmes. There are various such issues in the curriculum of Bengali (Honours/ General) programmes, Political Science (Honours and General) programmes, History (Honours & General) programme and Ability Enhancement Compulsory Course (AECC-2)/ Environmental Studies.

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

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

2

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)	View File

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

77

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

1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni**

A. All of the above

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

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.sacm.ac.in/allupload/19988Students%20Feedback%202023-2024.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

1161

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

321

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

Student's assessment is a critical aspect of the teaching-learning process. It is very important for the institutions to strategically evaluate the effectiveness of their teaching by measuring the extent to which students in the classroom are learning the course materials. As prescribed by the parent university our institution organizes periodical tests, unit tests, internal examinations etc. to assess the learning levels of the students. All the above mentioned tests and examinations are conducted regularly in each semester. The categorization of slow learners and advance learners are primalrily done based on CO attainment calculations. Where, the slow learnedrs are provided remedial classes, the fast or advanced learners are provided high-end courses and training.

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

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

Number of Students	Number of Teachers
1519	35

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

Student-centric learning means putting students at the centre of the learning process. When students are given the opportunity to gauge their learning, learning becomes an incentive.

The college offers a constructive platform for students to sharpen their skills and knowledge and enhance moral values to mould their career and attitude towards right direction. The college uses several student- centric methods for enhancing learning skills and abilities of students. Active involvements and efforts of faculty members ensure the effectiveness of the activities through adoption of the following student- centric methods.

1. **Experiential Learning:** All the departments of the college employ the following experiential learning techniques to improve understanding and creativity levels of the students.

1. Workshop
2. Report writing
3. Peer Assisted learning
4. Internship
5. Industry visit
6. Demonstration by students

2. **Participatory Learning:**

1. Seminar by students
2. Blended learning
3. Group discussion
4. Presentation
5. Quiz
6. Debate

3. Problem-solving methods: A In this regard, college organizes special lectures on various topics and engage student to participate in the following problem-solving methods.

1. Case study

2. Project Work

3. Field visit

4. Activity based learning

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

In Saheed Anurup Chandra Mahavidyalaya, the faculty members most often use ICTs for 'routine classes'. Apart from regular classes teachers also use ICT in record keeping, lesson plan development, information presentation, basic information searches on the Internet, provide further teaching material, simplify regular learning material available in books etc. In our institution more or less all of the Teachers use ICT in their regular class. Teachers who are more knowledgeable in ICTs use and are more efficient in utilizing computer assisted instruction use ICT overall. The existence of ICTs alone does not transform teacher practices. Teachers' pedagogical practices and reasoning influence their uses of ICTs, and the nature of teacher- ICT use impacts student achievement. The use of ICTs as presentation tools through Smartboards, LCD projectors, television, electronic whiteboards, guided 'web-tours', where students simultaneously view the same resources on computer screens is seen to be of mixed effectiveness.

Currently the Institution has 15 ICT enabled classrooms which is 100% including 9 Smartboards.

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

35

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

35

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

13

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

757

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.

At Saheed Anurup Chandra Mahavidyalaya we maintain complete transparency in the internal examination process. The institution strictly adopts and follows all the directions given by affiliating University. For transparent and robust for internal assessment, the following mechanisms are conducted Internal Examination Committee, Question Paper Setting, Conduct of Examination, Result display, Interaction with students regarding their internal assessment etc. The method of internal assessment helps the teachers to evaluate the students more appropriately. Due to internal assessment, the interest of the student towards learning and attending the classes has been also increased. It has created the interest among the students to take active participation in various co-curricular and extra-curricular activities for their overall personality development. The marks obtained by the students in internal assessment tests are uploaded accordingly on the university web

portal along with their attendance. If any student face any problem or any grievance arises during the conduction of examination are considered and discussed with the head of the institution and if required forwarded to the university as early as possible

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

There is complete transparency in the internal examination. The institution has transparent and robust evaluation process in terms of frequency and mode.

To maintain proper transparency in the Internal as well as External Examinations, the college has a dedicated Examination Cell headed by Office In-Charge (OIC) along with several members. Besides this, the college has some dedicated committees to look after the different important stages regarding the examinations like Internal Examination Committee, Question Paper Setting Committee, CU Exam Committee. Besides these, there is a Grievance Redressal Committee in the college which not only looks after the grievances regarding the examination processes but also takes care of many other grievances of the students regarding academics, admission, indisciplinary activities etc. There is a mechanism of lodging grievance by any student of the college through Online Grievance Link given in the College Website as "Student Grievance" tab on the top of the webpage, which itself indicates how concerned is the college authority regarding the students' complaints or grievances. The grievance redressal is time bound and there is a mechanism which is strictly maintained in the college level to address the issues in a time-bound process.

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.

Saheed Anurup Chandra Mahavidyalaya is keenly focused on Outcome-based Education (OBE) and hence the Institution approaches teaching-learning in a definitive and structured manner. Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) for all Programmes and Courses respectively, offered by the institution are stated and displayed on the college Website under the IQAC Menu. The same is also communicated to the teachers and students in different ways apart from the Website link. The institution presently offered six honours programmes and three general. Therefore, the institution has nine academic programmes running under Curriculum and Credit Framework (CCF) and backlog Choice Based Credit System (CBCS). As per the UGC guidelines, there are total 8 Programme Outcomes for all the General Programmes like BA General, BSc General and BCom General. But of the 6 Honours Programmes, the corresponding departments have formulated 3 to 5 Programme Specific Outcomes (PSO). The Course Outcomes (COs) for each Course/Subject is framed by the corresponding departmental faculty members. Both students and teachers are aware of stated programme and course outcomes of the programmes offered by the institution.

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.

At Saheed Anurup Chandra Mahavidyalaya all the departments prepare the POs, PSOs of the corresponding programmes and COs for all the courses taught in the college and does the CO-PO mapping for all courses/subjects based on the curriculum and syllabus of the affiliating university

The CO Attainment is evaluated through Direct and Indirect assessment tools. The result of attainment of CO is used to evaluate the attainment of Programme Outcome (PO) and Program Specific Outcome (PSO).

The Attainment calculation is done in a decentralized manner as briefly given below.

CO Attainment Processes:

Followings are the methods to find attainment of the COs:
Student's knowledge and skills from their performance in the

Continuous Internal Assessment tests

Semester End Examinations

PO and PSO are carried out through Direct method and Indirect method. Measuring

CO attainment through Cumulative Internal Examinations (CIE) :

CO attainments are measured considering assignments, Unit Tests through CIE. CO attainment is obtained through Cumulative Internal Examination (CIE) and Semester End Examination (SEE).

Attainment Level of courses is set as below by the program:

Overall CO attainment is obtained considering 35% credit from CIE and 65% from SEE

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.sacm.ac.in/page.aspx?id=1202

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	
165	
File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil
2.7 - Student Satisfaction Survey	
2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)	
https://www.sacm.ac.in/page.aspx?id=1180	
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	
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	

0

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

8

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

2

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

6

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 institution has active NSS corps functioning and students are actively encouraged to enroll in them for obvious reasons: chief among which is that it has helped many students to overcome their initial hesitation and has successfully transformed themselves as a much more confident individual. The NSS unit have enjoyed an illustrious past that includes not only successful placements but also different community outreach programmes that benefit the adjacent locality through different programmes like:

1.Early marriage awareness camp

2.Tree plantation programme

3.swachha Bharat Aviyan.

4. Health hygiene for woman

The college has undertaken the Swachh Bharat initiative through which Students and Teachers actively participate in the special cleanliness drives within the college premises and adjacent areas. Rallies on themes connected with 'Swachh Bharat Abhiyan' in and around the college campus are organized to create mass awareness on such issues.

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

2

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

4

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

104

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

3.4 - Collaboration

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

4

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

4

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.

In our institution, there are immense adequacies of smart classrooms. Total of 9 smart classrooms in our college, 7 are funded by RUSA, 1 classroom is constructed by UGC Fund and 1 made from State Government Fund. In every smart classroom, there are computers, smart projectors, and whiteboards. Our experienced teachers use these ICT-based classrooms to teach our students. Public address systems and digital podiums (funded by RUSA) are present in each classroom. Every department has its classroom as well as a steel almirah for keeping text and reference books, answer scripts, stationeries and other documents from where the teacher and student can use their required books. We also have well-equipped & furnished computer laboratory where the student can avail practice sessions required for their compulsory computer courses. We also have two subject based laboratories, one for Geography and another one for Physical Education. Every lab is well equipped with modern laboratory instruments along with computers, where the students do their practical work.

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

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

The college has adequate facilities for sports, games and cultural activities with three playgrounds for multiple games such as cricket, football, volleyball, badminton, throwball, etc. In common rooms, the institute provides carom board, table tennis for recreation purposes. The college provided proper coaching and guidance by experienced teachers and sometimes by external coaches. It has a well-maintained multi-gym, where girls and boys practice physical exercise. The College has a Yoga and Wellnedd Centre wehere many students as well as teachers regularly practices yoga. Self -Defense course is also taught in the college, partiulary focusing on Girl students. Students, teachers and staff actively participate in the Annual sports programme and the best students actively participate in the zonal and district levels inter-college sports competitions organized by the university. They won the medal in various sports events i.e. Youth Parliament Competition and other cultural events which are organised outside the campus. Social and Freshers Welcome is regularly organized under the banner of Students' Union with the help of college authority.

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

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

9

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

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)****1019821**

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)**

- **Name of ILMS Software - SOUL**
- **Nature of automation (fully or partially) - Partially**
- **Version - 2.0**
- **Year of Automation - 2014**

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**A. Any 4 or more of the above**

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)

323173

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

46

File Description	Documents
Any additional information	View File
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

The institute has a well-defined E-Governance Policy relating to basic computing facility to Network, Internet and ITes services. IT Infrastructure is regularly upgraded to provide IT requirements which include Internet, Wi-Fi, ICT classrooms and other Computing devices like Printers, Scanners, Photocopiers,

CC camera etc. up to date.

After the introduction of newly launched 5G wireless mobile technology, the college tied up with Reliance JIO and made the college campus Wireless 5G mobile network enabled.

No. of Computers:

There are 100+ Computers and Laptops in the college where 60+ computers have been allocated for academic purposes. Almost all major departments have been allocated separate Laptops for their daily usage apart from computers.

Computer Center:

The common Computer Center has dedicated 30 computers for students of all streams.

Wireless Network and Internet: (100 MBPS): Almost all computers in the institute have internet facility.

Wi-Fi facilities are provided in important locations like Administrative block, Library, Principal's chamber, Staff Room and different Laboratories. The whole campus is Wireless 5G enabled.

Computer Center: The common Computer Center has dedicated 30 computers for students of all streams.

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

4.3.2 - Number of Computers

60

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	View File	

4.4 - Maintenance of Campus Infrastructure

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

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

3821102

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.

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. The physical facilities and academic infrastructure of the Institution is well-maintained by various committees and subcommittees. The college caretaker is the primary person of contact for maintenance of common infrastructure including Water,

Electricity, Plumbing, Power back up. There is Annual Maintenance Contract with IT products' suppliers for ICT based

instrumentation, hardware and software. The computers, Wi-Fi facilities, LAN connections are maintained on regular basis and upgraded time to time by a team of experts with the help of AMC bound personals. Sports is conducted by the Sports Committee and support staff. The college also has a building subcommittee, which is part of the Governing Body of the Institution. This subcommittee is tasked with recommending repairs and expansion projects for the college infrastructure.

File Description	Documents
Upload any additional information	No File Uploaded
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

1347

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

1347

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	Nil
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

590

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

590

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

A. All of the above

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

35

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

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

5.2.2.1 - Number of outgoing student progression to higher education

51

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	No File Uploaded
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.

4

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)

A list of Cultural Festivals observed in our college are : 1. Swami Vivekanandabirth day (National youth day) on 12th January. 2. Fresher's Welcome. 3. The college foundation day. 4. Rabindra Jayanti 5. Students celebrates Raksha Bandhan with a great zeal. 6. On 21 February we celebrate International Mother Language Day to promote awareness of linguistic and cultural diversity and to promote multilingualism. 7. On 5th September Teacher's Day is celebrated. 8. Basant Utsav is held in the month of March on the day of Holi. 9. Spring is welcomed through music and dances in our college. The opening ceremony of this occasion is Tree Plantation program. Beside this our college also organizes a social event that is Blood Donation camp. This event is mainly organized by Student union and NSS Unit. Cultural Activities: Students actively participate in various cultural activities like dance competition, singing competition, Quiz contest, Debate, Recitation contest, Mock parliament etc. Physical Activities: . Every year Annual Sports is held during winter. Students are take part in different events like 100m Run; File Description Documents Paste link for additional information Ni

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

10

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

Presently there is no registered Alumni Association in the College. We have applied for registration of the Alumni Association of the College to the competent authority with all requisite document and it has been approved. Presently it is under process. However, a good number of alumni have maintained regular communication with the institution and they have actively participated and assisted in the Annual Sports Meet, Annual Cultural Meet, Blood Donation Camp, Annual Social and Cultural Program and various other Extension and Outreach programs.

Some prominent Alumni are worked as teacher in our college and some are engaged in social service activity. Some of the Alumni are working as members of the elected local self-government and are engaged in the management body of different schools and colleges. They have contributed much, though not so much in financial terms, but in many ways for the holistic development of the students of the college

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

Vision Statement:

The vision of the institution is to provide education to the economically and socially backward community of the remote villages by imparting inclusive knowledge to become responsible citizens and meet societal challenges.

Mission Statement:

- To provide the right ambience and opportunities for the students to acquire knowledge on respective disciplines along with effective communication and value-added skills to face the job market.
- To promote outcome-based education by stimulating an academic environment towards an outcome-oriented teaching-learning process.
- To collaborate with different industries and institutions to promote teaching-learning process, research and entrepreneurial development.
- To maintain transparency in all aspects of the college through good governance
- To promote the socio-economic development of the society through excellence in education with ethical values

Nature of Governance: The institute follows democratic and participatory mode governance with all stakeholders participating actively in its administration.

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.

Decentralization and Participation in the Institutional Governance. The college has a mechanism of providing operational autonomy to various functionaries in order to ensure a decentralized governance system in accordance with the vision and mission statement of the college.

The Governing Body is the highest decision-making body for college administration. It is comprised of teaching and non-teaching members, university and government nominees and student representatives.

The Governing Body, Principal, Teachers' Council and IQAC are always working in tandem to design and implement quality policy.

At the strategic level Governing body members, the Teachers' Council and IQAC are involved in defining policies and procedures, framing policies and rules and regulations, about admission. At the functional level, faculty members share knowledge among themselves. Students and staff members while working for the committee.

The Principals in consultation with the Teacher's Council nominates different committees for planning and implementation of different academic, student administration and related policies. Both Teaching and Non-Teaching staff members are given representation in various committees, cells and clubs.

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

A. Perspective plans:

1. Applications for grants from government and non-government sources.
2. Extension of available areas to accommodate more classrooms, laboratories, auditorium, staffrooms etc.
3. Renovation to revive the aging infrastructure.
4. Improvement of the scope of Teaching-Learning experience through the use of ICT and other innovative means.
5. Introduction of new subjects and courses.
6. Application for more substantive posts.

Participation of the Teachers in the Decision Making Bodies of the Institution:

The Governing Body delegates authority to the Secretary and Principal who share it with the different levels of functionaries in the college. The Heads of the Departments, the conveners of different committees and cells play a decision making role to implement institutional policies.

The ongoing journey of the institution is driven and directed by a well-drafted Strategic Plan evolved through deliberations and engagements with all its stakeholders, academicians and experts. One of the important institutional strategic/perspective plans which were effectively implemented is Rashtriya Uchchatar Shiksha Abhiyan (RUSA). The RUSA authority has sanctioned Rs. 2.00 crores for the college (received only Rs. 1.5 crores).

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

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

The organizational structure / Organogram of the Institute has been functioning and deploying services as per statutes stipulated by the Government, UGC, Affiliating University and the vision of the Institute.

The Organization Structure and functions

The Governing Body of the Institution is visionary and committed. The Governing Body is the highest decision-making body for college administration as per The West Bengal Universities and Colleges

(Administration and Regulation) Act, 2017. The Governing Body approves new programs and financial budgets and functions strategically for the proper development of the college.

2. The Head of the Institution (HOI) is responsible for administrative and academic activities. HOI is empowered and responsible for implementing the policies and decisions of the statutory bodies, management and higher bodies.

3. IQAC initiates, plans and supervises activities for the development and application of quality, benchmarks in collaboration with the Principal. IQAC ensures quality through internal academic and administrative audits. The Cell monitors skill-based and quality events

4. The Bursar is the financial administrator. The bursar collaborates with the authority in the management of office, finance and expenditures.

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

A. All of the above

and Accounts Student Admission and Support Examination	
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	
<p>The institution is always looking to give attention to the welfare of its teaching and non-teaching staff. All the staff are the resources of this institution. It's the responsibility of the institution to take care of its resources wherever and whenever Presently there are few welfare schemes are active for both teaching and non-teaching staff of the college.</p> <p>Teaching Staff- 1. Staff cooperative credit society 2. West Bengal Health Scheme (For full-time Permanent Professor) 3. Sasthya Sathi Scheme: (For state-aided college teachers)</p> <p>Non-teaching Staff- 1. Staff cooperative credit society 2. Sasthya Sathi Scheme 3. PF, ESI: (For casual non-teaching staff)</p>	
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	

3

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

2

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

8

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

The institution follows a performance-based Appraisal System for the teaching staff as mandated by the Directorate of Higher Education, Government of West Bengal. The promotion of teaching staff strictly adheres to the norms laid down by UGC under the API scheme of promotion. The self-appraisal and the API score claim are verified by the IQAC and forwarded to the Principal who scrutinizes them and if satisfied, places the same before the Governing Body for recommendation.

Besides this, all teachers maintain Teachers' Diary to keep records of their attendance and leave, allotted and taken classes, administrative and co-curricular activities etc. For quality performance appraisal, feedbacks from students, alumni and other stakeholders are taken from time to time with a structured questionnaire.

Performance Appraisal of non-teaching staff also does exist which is followed for their annual performance evaluation through a particular format. Relevant measures are taken based on the feedback and performance.

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

The college conducts internal and external financial audits. The Education Directorate of the Department of Higher Education, Government of West Bengal is the competent authority for the appointment of external auditors. The auditor prepares a report on the basis of its observations. The audit report is mandatorily sent to the office of the Director of Public Instructions, Government of West Bengal, immediately after the execution of the audit. The audits of the session 2022-23 has been completed. The resource generated is being utilized in the development of infrastructure, library book, laboratory equipment, sports articles etc.

Timely submission of income tax, professional tax and GST is also done on a regular basis.

Apart from Financial Audit, AAA (Academic and Administrative Audit) is also done by external experts every year. Green audit and Gender audit also has been done for the first time.

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

The Institution always maintains a transparent and well-planned financial management system. The Annual Financial Budget is prepared at the beginning of the financial year and subsequently approved by the Governing Body. A statutory Finance Committee keeps a close vigilance on the income-expenditure pattern of the College.

The main source of funds is mainly planned and non-planned allocation of the State Government and UGC. The other key sources of funds are the student's admission fees, development fees, laboratory fees, library fees, magazine fees, collected at the time of admission and tuition fees and examination fees collected during the academic year. The institution also received a RUSA grant of 1.5 crores and recently State Govt. Fund of amount 28.5 lacs for some civil works. The college provides financial support for seminars/workshops/expert talks/collaborative activities etc.

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

IQAC of this college plays an important role in the quality assurance strategies and processes. Among the various

initiatives taken by the IQAC to meet the standard of quality assurance of the college, two of these initiatives are discussed below-

1. The IQAC of the college has initiated the seminar and webinar programme during the academic session of 2020-21 and so on during the pandemic period. A total of 5 departments have organized national and international level webinars in the previous session. Thousands of students and faculty of different colleges and universities have actively participated in these programmes and eventually made it a grand success.

2. Also several student seminars are organized by the different departments of the college and students are motivated by the teacher to join these programmes to build up their confidence in their academic excellence. All the departments are instructed by the IQAC to prepare an E-magazine and introduce faculty exchange

programmes. But due to the pandemic situation, all the initiatives could not be accurately done by all the departments. All the departments presently using ICT technique in teaching-learning procedures with 100% efficiency as per the IQAC instruction.

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

The IQAC has contributed significantly to institutionalize quality assurance strategies and processes.

- Use of technologies for academic and administrative development has been an important goal of the IQAC. Under its supervision a total of 15 ICT-based classrooms including 9 smart classrooms are presently functioning and a large number of books journals and e-learning resources like INFLIBNET-NLIST are procured.
- IQAC is instrumental in creating an effective

institutional functioning in a technology-enabled way. Online admission process and student data management are of immense help for smooth administrative processes.

- The IQAC encourages teachers to pursue Ph.D. and publish research articles in academic journals.
- Teachers are motivated to actively participate in seminars held in different institutions.
- Departments in association with IQAC organize seminars and webinars on relevant topics of different emergent areas of the curriculum.
- Empowering students through compulsory certificate courses on Office Management and DTP and also through career guidance initiatives.
- Organizes Employability Training Programmes to make the students Job ready like TCS 100 Hours Youth Employment Programme and Employability Training by Bajaj. Academic and Administrative Audits are conducted under the active leadership of IQAC.

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	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Saheed Anurup Chandra Mahavidyalaya has a strong ethical work culture that is based on inclusivity. It observes highest ethical standards in all its activities. Equal opportunities are provided to all individuals irrespective of gender, race, caste, color, creed, language, religion, political or other opinion, national or social origin, property, birth or other status. Its unique work culture, healthy traditions and ethos have led to enrolment of 59.46 % Girls students. Safety, security and well-being, along with gender equity and friendly working atmosphere are the issues of prime concern to the college. Gender sensitivity is an inherent value in the cultural ethos of the institute and its neighbouring community, as is evident by the following facilities - (a) Safety and Security Security checkpoints at campus entries and exits. Extensive CCTV surveillance network for 24x7 monitoring. Rotational duty by all faculty members for discipline and security. Strict implementation of policy guidelines regarding anti sexual harrasment, Anti-Ragging, Smoking Free Campus. Awareness campaigns on women safety and gender sensitivity through regular awareness sessions. Regular programmes and Special Camps by NSS volunteers. The College is the preferred destination of parents for education of their female wards as evidenced by the Stakeholder Feedback.

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

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

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

The Institution has maintained the campus as Plastic Free Zone. The campus is surrounded by ample greeneries and is wellmaintained. The NSS unit of the college has taken occasional programe throughout the year for cleaning the campus. The unit ensures that the bio-degradable and non-degradable wastes are separated and deposited in the bins specifically kept in different places around the college campus. The students participate in this endeavor sincerely. The Institution has liquid and solid waste management systems.

The college signed a MOU with Hulladek E-waste management company for disposing of e-waste two times in a year.

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	View File

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	View File

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	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and

A. Any 4 or all of the above

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

A. Any 4 or all 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).

The college celebrate Republic Day and Independence Day with great solemnity and organized Seminar and discussion by the IQAC. Communal harmony is promoted through the observation of functions such as Rakhi Bandhan Utsav. Annual cultural program are held regularly. Bhasha Dibas is held with equal zeal every year, On 21st February, 2024, Bhasha Dibas was celebrated in our college. A cultural program was jointly organized by department of Bengali and English that day. The Principal, teachers and students took part in these programs

As the college is situated in a mixed cultural milieu with a considerable number of minority students and with more than 60 percent of girl students the college authority always takes various steps to promote inclusive environment. Some of its initiatives are: 1. Equal Opportunity Center is a campus-wide committee that promotes diversity and inclusion at the College. 2. The IQAC and NSS unit conducts frequently awareness programmes to sensitize its students on religious tolerance and social harmony. National Commemorative Days are celebrated to induce sense of nationalism and social harmony among its students. 4. Seminars and Workshops by External resource persons: The College also promotes inclusion through workshops and seminars that focus on cultural awareness, critical thinking,

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

As the college is situated in a mixed cultural milieu with a considerable number of minority students and with more than 60 percent of girl students the college authority always takes various steps to promote inclusive environment. Some of its initiatives are:

1. **Equal Opportunity Center:** EQC is a campus-wide committee that promotes diversity and inclusion at the College. And the committee would include undergraduate students, graduate students, administrators, faculty members, staff members, and alumni.

2. **Sensitization programme:** The IQAC and NSS unit conducts frequently awareness programmes to sensitize its students on religious tolerance and social harmony

3. **Promote inclusivity and diversity through curriculum teaching:** The Institution organizes Orientation Programmes and information sessions so that students can see their future represented on campus and this diversity continues as a learning experience through the teaching of their syllabi. They show students that subject matter is more significant than their gender, race, or sexual orientation.

4. **Seminars and Workshops by External resource persons:** Through these participatory programmes students are encouraged to explore different cultures and become more knowledgeable about the world around them and it also help reduce stereotypes, prejudice, and racism.

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

A. All of the above

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

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

Institution organizes national and international commemorative days, events and festivals. In our institution, Saheed Anurup Chandra Mahavidyalaya organize commemorative days and events every year, such as Independence Day, Republic Day, Bhasha Dibas (International Mother Language Day, International Women's Day. This year Independence Day and Republic Day were celebrated by very small program. But Bhasha Dibas and International Women's Day were celebrated very preciousely On 21st Feb.2024(Bhasha Dibas) at noon, a cultural program was organized jointly by the department of Bengali and English. Students participated in recitation, singing and presented paper on the significance of the day.

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

7.2 - Best Practices

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

Best Practice-01: Beyond Curriculum Training on Value Added Courses

This best practice is included for making students industry ready and empowering them for employability, higher education and self entrepreneurship.

Objectives of the Practice

To bridge the gap between industry and academia

To enhance soft skills to groom the students

to make them smart and presentable in the job market

To prepare students with some distinct skill set as per market demand for better employability.

To prepare students with some distinct skill to show the avenues for interested students toward entrepreneurship.

Best Practice 02: Community Development Initiatives:

Enabling humanitarian activities by the students leading to their involvement in enrichment of living conditions for the socially and economically disadvantaged and overall community development.

Objectives of the Practice:

To actively assist in the development of the economically and socially backward community of the remote villages in surrounding areas of the institute

To encourage faculty, staff and students to be empathetic with the economically and socially weaker sections of the society by providing direct and indirect support and aids

To encourage gender equity activities and issues in women and education.

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

Institutional Distinctiveness: Holistic Development:

Academic development is not possible without extra-academic and coacademic/co-curricular development of a student because these are the tools which help to shape a student towards as a mature and responsible citizen of the country which is very vital for nation building. SACM since its inception 1991, emphasizes on such extraacademic activities due to the principles and ideologies of its founder - Martyr Anurup Chandra Sen, who was a freedom fighter. Since then, the college has focus on the holistic development of its students. Distinctiveness is a unique identification and recognition of any Institution or Organization, usually for the betterment of the mass, which is built years long continuous focus and concentration on this particular identification of an institute/organization. In SACM, Holistic Development, which is essential and necessary for the overall growth of a student, has got a unique identification and recognition in the surrounding area of the district of South 24 Parganas. This is aligned with the mission and vision of the institute. Some of the major tools towards the holistic development of the students are through Institution's best practices, BCT, NSS, NCC, Co-Curricular activities etc

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

To start new UG 4 years Honours programs in Commerce and Education

To start job related vocational courses

To promote more quality research and publication in all departments

To establish a Centre for Physical Fitness and Yoga

To strengthen collaborations with other Colleges and Industry

Institutes

To promote innovation, incubation, research and entrepreneur culture

To install sufficient solar panels for gradual shifting from conventional energy to solar energy.