YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	SRIPAT SINGH COLLEGE
• Name of the Head of the institution	DR. SHAMSUZZAMAN AHMED
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	+919433567680
• Mobile No:	9434021480
• Registered e-mail	sscollege2009@gmail.com
• Alternate e-mail	iqacsscollege2009@gmail.com
• Address	P.O- JIAGANJ, DIST- MURSHIDABAD, PIN- 742123, WEST BENGAL
• City/Town	JIAGANJ
• State/UT	West Bengal
• Pin Code	742123
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Urban

- Financial Status | **Grants-in aid**

- Name of the Affiliating University	**University of Kalyani**
- Name of the IQAC Coordinator	**SRI BABIN KUMAR PATTANAIK**
- Phone No.	**+919433567680**
- Alternate phone No.	**9434164150**
- Mobile	**9434164150**
- IQAC e-mail address	**iqacsscollege2009@gmail.com**
- Alternate e-mail address	**sscollege2009@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://sripatsinghcollege-edu-in.s3.amazonaws.com/ssc_web_b5bfdf6b_AQAR_2020-21_Submit_(FINAL).pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
- if yes, whether it is uploaded in the Institutional website Web link:	https://sripatsinghcollege-edu-in.s3.amazonaws.com/ssc_web_e111d46a_Academic_Calendar_2021-22.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**77.00**	**2005**	**28/02/2005**	**27/02/2010**
Cycle 2	**B**	**2.37**	**2016**	**05/11/2016**	**04/11/2021**

6.Date of Establishment of IQAC	**23/06/2014**

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
BS-Science & Technology and Biotechnology	Financial Assistant to other Scientific Bodies for undertaking Scientific	Assistant Secretary, Science & Technology and Biotechnology	2021-2022	69604/-
BS-Science & Technology and Biotechnology	West Bengal State Council of Science & Technology	Assistant Secretary, Science & Technology and Biotechnology	2021-2022	114608

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)

Introduction of Google Classroom/Google Meet/Zoom for each department for routine wise online classes during pandemic.

Introduction of online examination system for question paper uploading, viewing, answer script submission, receipt of acknowledgement, and answer script viewing for evaluation.

Organisation of a webinar by the Department of History on "Globalisation Democracy and Nationalism: Past, Present and Future of India" from October 7 to 8, 2021. The Department of Molecular Biology and Biotechnology organised three programmes, i) Online Seminar on 'Intellectual Property Rights Awareness Programme' in association with The Patent Office, Kolkata, DPIIT, Ministry of Commerce and Industry, GoI on January 24, 2022 ii) Awareness Camp and lecture on 'Blood: Transfusion - Transmitted Infection and Public Health Response'. Sponsored by 'Red Ribbon' on February 16, 2022, and iii) Organization of State Level webinar on 'Clinical Biotechnology' on June 26, 2022.

Service matter related grievances have been prepared and addressed.

Collection, analysis of Feedback from all stakeholders through Google Meet and action taken for improvement.

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
IQAC has decided to keep academic ambience as that which existed prior to the pandemic through the implementation of online classes.	Teachers commenced on-line classes. Classes took place as per the central –e-routine.
Development and implementation of Students' Satisfaction Survey (SSS)	Online Student Satisfaction Survey has been conducted. A questionnaire for SSS was framed, online feedback taken from students and a report was generated and uploaded on the website.
Organised two day Webinar	A webinar by the department of History on
Organised online Seminar, Awareness Camp, and Webinar	Three Programmes by the department of Biotechnology was organised.
Department-wise orientation programmes for newly admitted students	Students get sensitized about the course and its benefits.
Completion of pending CAS.	CAS Promotion of teachers i) CAS promotion of 4 teachers has been done. ii) Initiatives have been taken for processing of CAS of 16 teachers.
Initiation for Academic Audit, Green Audit, Energy & Environmental Audit in the institution.	Initiatives taken but major progress has not been made.
Continuation of online teaching-learning process as an alternative method by creating awareness of the digital teaching and learning tools to be utilized by the teachers and students	Both online and offline classes held as the situation demanded due to COVID-Pandemic restrictions

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body, Sripat Singh College	13/12/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	20/01/2023

15. Multidisciplinary / interdisciplinary

The institution has focused on holistic and multidisciplinary education which will develop all capacities of human beings- intellectual, aesthetic, social, physical, emotional and moral in an integrated manner. In future, this type of multidisciplinary and interdisciplinary programmes shall be the approach of all undergraduate programmes, including those in basic, professional and vocational disciplines. The Institution starts to prepare for NEP plans to focus more on departments like Languages, Literature, Philosophy, , Mathematics, Social sciences, Pure and Applied Science, ICT based learning, Sports for a multidisciplinary, stimulating to holistic grooming of a student. The college offers Open-Distance Learning(NSOU, RBU distance Education, Kalyani University Distance centres) to undergraduate and Post-graduate students. The Institution plans to form 'light but tight' regulatory system which will hold to move towards a multidisciplinary concept of education. Students will be provided opportunities for internship with local industry, business, crafts person etc. In such way they may actively engage with the practical side of their learning and finally improve their employability.The institution has focused on holistic and multidisciplinary education which will develop all capacities of human beings- intellectual, aesthetic, social, physical, emotional and moral in an integrated manner. In future, this type of multidisciplinary and interdisciplinary programmes shall be the approach of all undergraduate programmes, including those in basic, professional and vocational disciplines. The Institution starts to prepare for NEP plans to focus more on departments like Languages, Literature, Philosophy, , Mathematics, Social sciences, Pure and Applied Science, ICT based learning, Sports for a multidisciplinary, stimulating to holistic grooming of a student. The college offers Open-Distance Learning(NSOU, RBU

distance Education, Kalyani University Distance centres) to undergraduate and Post-graduate students. The Institution plans to form 'light but tight' regulatory system which will hold to move towards a multidisciplinary concept of education. Students will be provided opportunities for internship with local industry, business, crafts person etc. In such way they may actively engage with the practical side of their learning and finally improve their employability.

16.Academic bank of credits (ABC):

NIL

17.Skill development:

The college understands that the students passing out from here should be graduate and simultaneously be skilled. The CBCS enables them to be skill developed as per the syllabus of it. In addition to that the college has Career Counselling Cell offering different courses to develop their skill. These courses are specifically designed as per their courses to make them skilled. The college has NSS and NCC. Both perform different types of activities for students to develop their skill.

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

This is one of the strong hold of the college. It offers Indian languages like Sanskrit and Bengali. A large number of students enrol and study these languages. The students has opportunity to study Master degree in Bengali in regular mode. The teachers of the college deliver their lectures in bilingual mode (English and bengali or bengali and sanskrit). Students studying bengali receive class teaching in bengali, students studying Sanskrit receive their lectures in bengali and sanskrit, students studying English receive lectures in English only, while others receive lectures in English and bengali.

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

The college highly focuses to educate its students in such a way that at the end of their program they become skilled enough to compete in the real world to get a good job. Keeping this in mind the college setup Career Counselling Cell and the college on itself tried to develop their skill through Career Counselling Cell. Many students get jobs with the initiatives of Career Counselling Cell. The courses of the college are designed by the University as per the CBCS curriculum and the course outcomes are guided by the curriculum. Since, the college is just an affiliated institution

under the University of Kalyani and governed by the Government of West Bengal it doesn't have any autonomy to design or delete it own curriculum except the certificate and add-on courses designed by Career Counselling Cell. The Career Counselling Cell of the college calculates and analyses the attainment of course outcomes through a mechanism that involves direct and indirect method which is framed by the IQAC of the college.

20.Distance education/online education:

During the recent pandemic the college offered its teachings through online mode. There are three distance learning education centres (Netaji Subhas Open University study centre, Rabindra Bharati University Distance education centre and Kalyani University Distance Education centre) in our College.

Netaji Subhas Open University study centre offers under graduates Honours courses in several subjects and post graduate Courses in Bengali, History, Political Science, English, Mathematics, Philosophy and Sanskrit etc.

Rabindra Bharati University Distance education centre of our college offers post graduate Courses in Bengali, History, Political Science, English, Mathematics, Philosophy and Sanskrit etc.

Kalyani University Distance Education centre of our college offers post graduate Courses in Bengali, History, Political Science, English and Education.

Extended Profile

1.Programme

1.1   **18**

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

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

2.Student

2.1   **2969**

Number of students during the year

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

2.2   **1410**

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   **903**

Number of outgoing/ final year students during the year

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

3.Academic

3.1   **85**

Number of full time teachers during the year

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

3.2   **62**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	18
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	2969
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	1410
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	903
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	85
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	62

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

4.Institution

4.1 Total number of Classrooms and Seminar halls	56
4.2 Total expenditure excluding salary during the year (INR in lakhs)	53.05146
4.3 Total number of computers on campus for academic purposes	43

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

Sripat Singh College is affiliated to the University of Kalyani, Nadia and adheres to its curriculum.

The college (IQAC) prepares an academic calendar as per university norms at the beginning of the session with details of the commencement of classes, examinations and reflecting on the different academic activities.

The Academic Calendar is uploaded to the college website. The syllabus is distributed among the teachers via departmental meetings. Each teacher prepares a detailed month-wise teaching plan.

Planning and implementation of the curriculum by the college is done most effectively by introducing students and stakeholders first to the larger mission and the wider vision that defines the particular purpose which the college stands for and seeks to

promote. The objective of the college is to fulfil what it has envisaged by providing quality education which will enable students to become educated and responsible citizens and realise their position in society as independent people.

Regular departmental meetings are also held to discuss the extent to which the syllabus has been completed. Teachers note down the topic taught in every class to keep track of the progress of the coverage of the syllabus.

Besides the conventional (chalk-duster and talk) method, ICT-based teaching-learning methods are extensively used.

During the pandemic, regular online classes were taken via Google Classroom/Google Meet/zoom platform. Class notes, lecture videos, and PPTs are provided to the students through WhatsApp. Some faculties also upload lecture videos on YouTube and provide the link through the same.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://sripatsinghcollege-edu-in.s3.amazona ws.com/ssc_web_e0b5ad38_261_ Program_outcomes_.pdf

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

The college prepares an Academic Calendar centrally in adherence to that of the University of Kalyani. It includes details of the commencement of classes and examinations and reflecting on the different academic activities, planned by the college. Our first step to uphold a Continuous Internal Evaluation (CIE) system at the institutional level is to constitute different committees to supervise and monitor the evaluation activities of the college. Each committee is headed by a convenor, e.g., Examination Committee, Academic Committee. Each committee is assigned the task of conducting different examinations. During the pandemic situation, many teachers carried out the evaluation online through MCQs and Google Forms. On the basis of class response and performance in class tests, remedial classes are arranged for the slow learners. In order to ascertain the compliance of the academic calendar by the departments, an internal academic audit

by the IQAC where curricular aspects, as well as extra-curricular activities, are analysed.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	https://sripatsinghcollege-edu-in.s3.amazonaws.com/ssc_web_e111d46a_Academic_Calendar_2021-22.pdf

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

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

18

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
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)

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

951

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

951

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

1.3 - Curriculum Enrichment

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

Professional ethics -As per the curriculum of the UG course (The University of Kalyani) syllabi of Political Science, English,

Bengali, History, Sanskrit Economics, Philosophy, etc. include ethical issues. Human values are included in the UG course of Philosophy as part of ethics. Environment/sustainability is addressed in core, SEC and GE courses in Botany, Geography, Zoology, Economics, Physics, and Chemistry. The syllabi focus on different dimensions of the environment ranging from ecology, biodiversity, sustainable development, renewable energy, and green chemistry. Mandatory Environmental Studies Course is included in the Ability Enhancement Compulsory Course in SEM-I & II of the CBCS curriculum.

Awareness programmes are also initiated by the NSS unit, which carries out different extensive activities for environmental protection and to raise student awareness about their social responsibilities.

Equal opportunities are given to both genders in terms of admissions, employment, training programmes, sports activities etc., so gender issues do not arise. The college encourages women faculty and students to participate in events focusing on women empowerment and promoting leadership qualities in women.

File Description	Documents
Any additional information	View File
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

7

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

2820

File Description	Documents
Any additional information	View File
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	B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://sripatsinghcollege.edu.in/uploads/Student%20&%20Teacher%20feedback%20&%20action%20taken%20report%20.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

3137

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

1276

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

Nil

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
2969	**85**

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The central objective of our teaching-learning process is to make the learner more open-minded, logical and of course a rational human being. The teachers firmly believe that learning extends beyond the four walls of the classroom and that they owe a duty to not just the students but to society at large. These are: -

Interactive learning/ Participative learning:

Objectives: In this process, the endeavour of the teachers is to educate the students via some interactive sessions so that they can understand how to learn through interaction and develop their critical thinking, problem-solving, and communication skills.

Practice: Fundamental concepts of the subject matter are discussed. Students are encouraged to raise questions. The success of these techniques depends on the mentor-ward system and teacher-ward tutorial system. The teachers interact with the students as their mentors and establish various platforms of communication with the students using email/WhatsApp, Google Classroom/Google Meet/Zoom and their contact numbers. Students are provided assignments and encouraged to participate in open-book tests, surprise tests, group discussions etc. Departments organise mid-term tests, class tests, student seminars, conferences, quizzes & debates etc. Students are motivated to participate in these programmes. Furthermore, students watch films, prepare documentaries on social issues, make posters based on contemporary social problems etc. This year, due to the pandemic such open-book tests and class tests were not possible. However, each department has arranged internal assessments for the students. A national and international-level webinar was organised. Students also made an awareness video.

File Description	Documents
Upload any additional information	View File
Link for additional information	NIL

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

This year, our physical classes could not be conducted. The college has been equipped with various ICT-enabled learning resources (like learning in the virtual classroom, computer laboratory, access to a partially automated library system, provision of subject-specific E-resources, etc.) toward the end goal of promoting a positive teaching-learning attitude amongst students. The teachers have created Google Classrooms, WhatsApp groups, and Google Meet links through which they continue the teaching-learning process uninterrupted. They have used jam boards, prepared Google slides to present lectures and spreadsheets for keeping records of attendance, etc. E-register has also been created. Some teachers have prepared their websites where they post study materials for their students. Despite such initiatives, a large section of students could not reap the benefits of the efforts due to the lack of internet facilities available to the students at home.

File Description	Documents
Upload any additional information	*View File*
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	*NIL*

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

2.3.3.1 - Number of mentors

85

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	*View File*
Circulars pertaining to assigning mentors to mentees	*View File*
mentor/mentee ratio	*View File*

2.4 - Teacher Profile and Quality

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

85

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	*View File*
Any additional information	*View File*
List of the faculty members authenticated by the Head of HEI	*View File*

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

25

File Description	Documents
Any additional information	[View File](#)
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	[View File](#)

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

2.4.3.1 - Total experience of full-time teachers

85

File Description	Documents
Any additional information	[View File](#)
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.

In all the examinations taken by the College (Class-Tests, Mid-Term Tests, internal assessment under CBCS), students are intimated a few days before the date of the exam. The students are informed about the test schedule either by a central notice issued by the college authority or by a provisional notice issued by the concerned department via WhatsApp group. However, such a process of internal assessment was partially jeopardised due to the closing of the institution. For the successful continuation of this Continuous Internal Evaluation (CIE) Institution organised an e-FDP on e-earning, teaching and evaluation process during the early phase of the session so that teachers could easily get accustomed to new modes of e-learning and learning methods. Each department conducted internal assessments after the completion of the syllabus through Google Forms where point values were given so that students could know their marks and learn from their errors immediately. Some e-assignments were also provided by certain departments. If the students expressed difficulties in

understanding the e-questions which were set in the Test, the questions, and the topic on which such questions were set were discussed during the lecture by the faculty member. E-Answer-scripts of internal assessment under CBCS are preserved by the college authority since the university calls for the evaluated script if needed.

File Description	Documents
Any additional information	View File
Link for additional information	NIL

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

The college has separate Examination Committees for each of the six semesters, which are entrusted with conducting the internal and university examinations and ensuring redressal of any exam related grievances. The answer scripts of internal class tests and assignments are shared with students, and in case corrections in the total of marks or assessment of answers are identified by students, they are immediately addressed by the faculty members. The attendance record, which is part of the internal examination, is notified to students on a monthly basis. Adequate concession is given in attendance of students on medical grounds and for participation in extracurricular activities. If a student is not able to appear for examination due to medical reasons, the internal examination is conducted for that student as per norms, provided that he/she submits application with proper documents. In case of university level end-semester examination, any grievance of students is communicated by the college to the University authority. If a student is dissatisfied with his/her marks, he/she can apply for review of his/her answer script as and when required by the University after paying the prescribed fee. The University provides the photocopy of answer sheets to students against the Right to Information Act.

File Description	Documents
Any additional information	View File
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.

Our college offers 20 programmes in UG and 1 programme in PG (Bengali). The college explicitly states all the programme and course outcomes. The curriculum of all the programmes is framed by IQAC of the college. The outline of the program outcomes is mentioned in the Orientation Programme for the newly admitted students on the day of the commencement of an academic session. Students are encouraged to ask questions and are imbibed in critical thinking to enable them to understand and analyse contemporary societal, environmental and cultural problems. Efforts are taken to enhance their communication skills to allow them to exchange ideas, thoughts, and information effectively. Training to work in a team are imbibed by encouraging their group participation in various departmental, cultural and extension activities. Students develop leadership qualities and learn to embrace plurality, respect others' views, mediate in disagreements, while maintaining professional and life ethics. Students are made aware to be responsible towards maintaining sustainability in our environment and natural resources so as not to jeopardise the resources available to future generations.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	NIL
Upload COs for all courses (exemplars from Glossary)	View File

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

Evaluate course outcomes:

In adherence to the stipulations of the University of Kalyani, Self-Study Report of Sripat Singh College conducts continuous internal evaluation through class tests, discussions, project-based assignments, which helps to gauge the course outcomes and provides opportunities to students for improvement. Practical examinations and viva-voce/group discussion in several curricula enable evaluation of the learning outcomes more objectively. Academically weak students are identified, departmental arrange remedial classes for them whereas students who receive highest marks in the University examination are awarded, motivating others to perform well.

The learning outcomes of students are ascertained by their progression to higher education and placements, Enrolment in Master degree (M.A/MSc., MCA, MBA) after completion of their graduation; enrolment for PhD programme or as Project Assistant. Success in NET, GATE, GRE, IELTS and other competitive examinations conducted by State or Central government. The Placement Cell arranges for campus recruitments. Successful completion of internships and off campus placements testify to their learning outcomes.

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

2.6.3 - Pass percentage of Students during the year

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

903

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	[View File](#)
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://sripatsinghcollege.edu.in/uploads/2.7.1%20SSS%202021-22.xlsx

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)

`1.84212`

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

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

`2`

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	NIL

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

`4`

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

15

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

32

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Our college acknowledges its responsibility to foster a holistic development of the students. In these activities, not only the students but the adjacent communities are also engaged. The

institution has active NCC, NSS corps and Women's Cell functioning and students are actively encouraged to enrol 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 into a much more confident individual. NCC and NSS 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. Voluntary blood donation camps 2. Health awareness camps 3. Regular environment-oriented activities including waste management, 4. Clean-up activities 5. Tree plantations. The college arranges such extremely important community outreach programmes and critical medical services on a regular basis. But it doesn't stop there. Not only that these corps and cell celebrate Children's Day, 2022 by distributing chocolates, fruits, story books, etc. among the children admitted at Mahananda Nursing Home.

File Description	Documents
Paste link for additional information	https://m.facebook.com/story.php?story_fbid=pfbid0SysDqnXwqHyVj61Bp7CY1nTq3w7F4xeHDh68yQVNkD6c6d4BdUKp55qUZxuDBWEMl&id=103489371508807&sfnsn=wiwspwa&mibextid=2Rb1fB
Upload any additional information	View File

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

0

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS

awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

6

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
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

490

File Description	Documents
Report of the event	View File
Any additional information	View File
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

0

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has three four-storied academic and one two-storied administrative building. The college has 56 classrooms, 4 of which are ICT-enabled with LMS facilities. Out of 52 classrooms, 2 are seminar halls and 13 are updated laboratories. The college is Wi-Fi enabled with 11 access points. There are 43 computers in the college for students. There are 11 computers for office – library-IQAC-PG coordinator and examination use. There are 6 printers 2 scanners, and 2 barcode scanners in the library. The library has 3500 (approximately) books and 7 subscribed journals. KOHA software is used in the library. Students have bar code-enabled identity cards.

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.

In adherence to the policy of ensuring the holistic development of students of our college, regular cultural activities, and annual sports with active participation of students and staff members are organised.

Sports:

There is a playground in the college hostel premise.

The college has equipment for various outdoor and indoor.

The students are trained under a professional trainer and faculty of the Department of Physical Education.

Cultural Activities:

The Cultural Committee of the college organizes various cultural programmes throughout the year. The college has a sound system, and 5 microphones.

Gymnasium:

The college has a gymnasium measuring 25'8''x21'8'' for students and staff members. It has facilities like twister, jogger, exercise cycle, bench traction, climber machine etc.

But this academic session Institutionwas not organized any Sports &Cultural Activities for pandemic sictuation.

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.

56

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

56

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[NIL](#)
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

4.29

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	[View File](#)
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)

Sripat Singh College Central Library is situated on the 1st floor of the administrative building and is partially automated with KOHA library management software 3.18.03 version since 2015. Library services such as cataloguing, Circulation, patron card creation, advance searching, and report generation, are partially computerized. Printed fine payment receipts are provided to the

users. The library has a partly automated circulation system with a barcode enabled student ID cum Library Card. The Accession Register is maintained properly for the record of books and the Visitor Register is maintained properly for students and teachers separately.

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	**B. Any 3 of the above**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.25

File Description	Documents
Any additional information	[View File](#)
Audited statements of accounts	[View File](#)
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

5

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The College has sufficient IT facilities for strengthening the teaching and learning process. The computer lab is equipped with 43computers with required software and antivirus. The computer lab is powered by reliable service providers to ensure uninterrupted usage of computers. 2 (two) smart classrooms are present in the college which are used by different departments. One projector is present in the seminar room to organize various types of seminars. Some of the faculty members use PowerPoint presentations, videos etc. in the classrooms to enhance the learning experience of the students Printers, scanners, and Xerox facilities are available and faculty members can use these facilities only for official purposes. The college campus is WI-FI enabled. Faculty members can access Wi- Fi in the campus to acquire additional information, carry out research activities, and download information for the students. The college campus is under CCTV surveillance to maintain discipline and transparency. Students are encouraged to use IT facilities in the best possible way for their learning.

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

4.3.2 - Number of Computers

43

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
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)

4.29

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
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.

The College authority always emphasizes the proper and optimal utilization of all the available infrastructures for better teaching -learning facilities. The college ensures the availability of the latest equipment and infrastructure. The proper utilization of the infrastructure provided to the Departments is also monitored by the respective heads of the Departments. 1. Day-to-day maintenance of classrooms, and

laboratories ensured by the support staff, is a key factor. In major cases, the college allocates the work to external agencies. 2. In the teaching-learning process the respective faculties not only teach in the traditional method but also use ICT for effective teaching with Learning Management Systems (LMS). 3. Laboratories of the different departments are properly used for practical classes. 54 Apart from the scheduled classes department organises seminar presentations for the students from time to time in the specific seminar room utilizing the available infrastructures such as projector, white screen, and computers. Besides that, the infrastructure of the college is provided by the state government, it is sometimes used on holidays for various activities of public interest such as examination centres of different public examinations The seminar room of the college is also used for various socio and cultural activities.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

2672

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	[View File](#)
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

0

File Description	Documents
Upload any additional information	[View File](#)
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	**C. 2 of the above**

File Description	Documents
Link to institutional website	[NIL](#)
Any additional information	[View File](#)
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

0

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

0

File Description	Documents
Any additional information	[View File](#)
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**E. None of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View File](#)
Upload any additional information	[View File](#)
Details of student grievances including sexual harassment and ragging cases	[View File](#)

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

8

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	[View File](#)

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

41

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

3

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

6

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	View File
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)

Students in Sripat Singh College have representation in various decision-making bodies, co-curricular and extracurricular committees and they are actively engaged in the different activities thereof.

Administrative responsibilities:

There is student representation in IQAC, Anti-Ragging Committee, Students' Grievance Redressal Cell and Internal Complaints Committee as well. Students have representation in different committees for extra-curricular activities like Sports Committee, Cultural Committee, Magazine Committee, etc. The class representatives coordinate with the students and assist the departments in promoting academic and extracurricular activities. Engagement in Co-curricular and Extra-curricular activities:

Students of Sripat Singh College regularly participate in intercollege competitions and win prizes. Due to this pandemic situation and the long absence of the students from the college, the committees could not function in full swing. Programmes like Republic Day, College Foundation Day, World Environment Day, Librarian Day, etc. were organized online.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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

No

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

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision: To evolve skilled and value-based resource professionals, to provide opportunities to the students without any discrimination, to find space for the exponential growth of personality and character,

and to face the challenges of tomorrow successfully through quality education.

Mission: In fulfilment of its vision, the institution is committed to providing higher education to the students in its vicinity giving equal opportunities to all, equipping the students' community with academic, social, scientific, and spiritual values, and enabling them to an insight into the spirit of transparent governance. The Governing Body is the highest administrative body of the college,

with the principal as the secretary and comprises representatives from Teaching, Non-Teaching, Students and External Members. It governs and oversees the management of the college in compliance with the opinion of most of the members. All major decisions on development, infrastructure, financial management, academic affairs, admission, governance, and administration are taken by the Governing Body in line with the recommendations and suggestions of the IQAC and various statutory and non-statutory sub-committees like Finance Sub-committee, Academic sub-committee, Staff council etc.

File Description	Documents
Paste link for additional information	https://sripatsinghcollege-edu-in.s3.amazonaws.com/ssc_web_e69294de_Vision_2019-20.pdf
Upload any additional information	View File

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

The Institute practices decentralization and participative management in consultation with several Committees of the College both for administrative and academic purposes. 1) Various statutory subcommittees such as the Building Development Committee, Finance Committee, etc. have been formed with representatives of all stakeholders of the college to coordinate

various administrative activities. 2) Under the supervision of IQAC, different subcommittees such as the Admission Committee, Examination Committee, Routine Committee, Seminar Committee, etc. have been constructed with representatives of all stakeholders of the college to coordinate various academic activities.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The vision and mission of the college focus on providing quality education to students. In order to provide inclusive and quality education, the college has developed a strategic plan for various activities which are to be implemented successfully on and from 2015-16.

1. Academic and co-curricular activities for the holistic development of the students. Many academic activities like department activities are to be planned along with co-curricular activities.

2. Extracurricular activities-sports activities, cultural competitions are undertaken; the students participate in the

intra-college and inter-college activities in every academic year.

3. Student Support & Progression – In order to help and support students to develop employability skills, a host of activities are planned which include providing coaching classes for competitive exams, counselling students to join PG classes, career guidance, placement activities etc.

4. Strengthening Learning Resources – The college plans to improve learning resources by updating the library and other support systems, buying more books, improving ICT-enabled teaching, digitization of the library, focusing on e-resources etc.

5. Faculty Development - Encouraging faculty members to take up short-term courses, refresher courses, orientation programmes, paper presentations, and incentives for outstanding performance of

faculty members.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://sripatsinghcollege-edu-in.s3.amazonaws.com/ssc_web_e69294de_Vision_2019-20.pdf
Upload any additional information	View File

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

The organogram of our college reflects its democratic character of governance. The organizational structure works as follows:

The Governing Body under the leadership of the President discusses issues relating to finance, infrastructure, faculty recruitment etc.

The Principal, assisted by Teachers' Council and the Non-Teaching Staff, works as the chief administrator and manages the overall functioning of the college. The Departmental-in-charges in collaboration with the Principal and their respective departments accomplish the academic, financial and co-curricular requirements of the departments.

The Internal Quality Assurance Cell (IQAC) ensures quality through internal academic and administrative audit and conducts skill based and quality events.

The Bursar, appointed by the Governing Body and recommended by the Principal, manages internal finances and financial audit of the college to ensure effective utilization of funds.

The Librarians supervise and maintain the upkeep of the library and upgrade its academic resources and facilities.

The NSS, NCC and other committees The members of the Administrative Staff are in positions according to the University of Kalyani rules and the UGC. The administrative decisions are implemented through the Administrative Officer, assisted by the Accountant, Cashier and a team of staff

File Description	Documents
Paste link for additional information	NIL
Link to Organogram of the Institution webpage	https://sripatsinghcollege.edu.in/uploads/ ORGANOGRAM%20SSC.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**B. Any 3 of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
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

Welfare measures for teaching staff

Financial –

Staff Cooperative Welfare fund:

- **Teachers are members of registered Staff Cooperative and can avail loan as and when required.**
- **Teaching staff can avail loan from Provident Fund as per Government rules.**

ICT Facilities –

- **Fully Wi-Fi enabled college campus,**
- **Infrastructural support in Physics and Chemistry**

- laboratories to facilitate research work by faculty.
- Desktop facilities in the Library and Teachers' Lounge.

Support Facilities –

- Clean drinking water and refrigerator in Teachers' Lounge.
- Bank and ATM facility within the college campus.
- Recreational Activities for Physical and Emotional Wellbeing.
- Annual picnic for both teaching and non-teaching staff.
- Gymnasium facilities along with trained instructors for teachers. Facilities for games on Sports Day for both teaching and nonteaching staff.
- Teachers, non-teaching staff and students participate in friendly football and cricket matches.

Welfare measures for non-teaching staff

Staff Cooperative Welfare Fund:

- Non-teaching staff are members of the registered Staff Cooperative and can avail loan facility as and when required.

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

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	View File
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

NIL

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
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

14

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
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

Every year faculty members are required to fill in a self-appraisal form designed on the basis of PBAS methodology of UGC. The appraisal forms are assessed by the HODs and the principal of the college and positive and constructive feedback is shared with the faculty members. Faculty members are also asked to be involved in various committees, and activities of the college. The activities performed by the staff members are evaluated by the IQAC biannually. They are encouraged to attend/ present papers in seminars and participate in workshops. Faculty appraisal is also done through student feedback. A well-drafted feedback form with specific questions as per the comprehensive level of the students is distributed online (previously offline) mode annually to evaluate how far the teacher has been successful in reaching out to the advanced as well as the slow learners in the classroom. Non-teaching staff's performance appraisal is done by the principal based on the quality and quantity of their work, the nature of their work, their enthusiasm, skill sets and efficiency. The appraisal of the non-teaching staff is conducted informally by the principal and they are counselled to improve their work if necessary

File Description	Documents
Paste link for additional information	https://sripatsinghcollege.edu.in/uploads/self%20appraisal%20report-2021-22.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Since expenses under the salary head is received from the State Govt., an auditor is appointed by the HED, GoWB to verify all financial transactions in each Financial Year. Since such audits are often delayed, the Principal, under the authority of the GB, appoints an Internal Auditor for performing a statutory financial audit, with a special responsibility to report if lapses are noticed in the utilization of grants.

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

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

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

0

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

Since expenses under the salary head is received from the State Govt., an auditor is appointed by the HED, GoWB to verify all financial transactions in each Financial Year. Since such audits are often delayed, the Principal, under the authority of the GB, appoints an Internal Auditor for performing a statutory financial audit, with a special responsibility to report if lapses are noticed in utilization of grants.

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

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

Effective use of ICT in teaching-learning-evaluation methods Learning Management System (LMS) to develop learning resources and communication of academic plans, lecture notes and videos, and attendance records to students. Teaching-learning through different application (Zoom, Google Meet, Google Classroom) are provided. The IQAC has organized online workshops and webinars for the teachers for academic and administrative purposes. The IQAC also organizes workshops and webinars for students toguide them in higher education, and find proper employment after completion of undergraduate and postgraduate courses. IQAC also had taken the responsibility of guiding students regarding facilities like scholarships, fellowships etc. from government and non-government organisations and organized workshops for that. The following are the two examples of institutionalized reviews and implementations of teaching-learning reforms facilitated by the IQAC. 1. Measures for strengthening teachers' quality 2. Improvements in the continuous internal evaluation.

File Description	Documents
Paste link for additional information	https://sripatsinghcollege.edu.in/uploads/IQAC_Meeting.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC analyses the departmental performances and gives feedback for internal quality enhancement and externally the agency evaluates the fulfilment of institutional parameters. A review of teaching-learning-outcome is carried out by collecting online feedback from students regarding curriculum delivery and

implementation. Online Feedback System The IQAC collects online feedback from stakeholders like Teachers and students to facilitate teaching and learning reforms and to obtain an unbiased opinion about institutional performance. Student feedback from teachers is conducted and analysed regularly and communicated to the teachers. The initiatives regarding institutional implementation of teaching-learning reforms. Upgradation of teaching-learning facilities Infrastructural development like building classrooms, and laboratories. The IQAC encourages departments to organize seminars and innovative pedagogical methodologies like projects, online student seminars and workshops. New laboratory equipment, books, and learning resources.

File Description	Documents
Paste link for additional information	https://sripatsinghcollege.edu.in/uploads/2021-22%20Teacher%20Student%20Employer%20feedback%20-.pdf
Upload any additional information	View File

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)	D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://sripatsinghcollege.edu.in/uploads/IQAC_Meeting.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Sripat Singh College is happy to provide adequate facilities towards gender sensitization and gender awareness. Various programmes are organized throughout the year to create a healthy atmosphere regarding gender equality and equity. The college feels an earnest need for women's empowerment and gender consciousness and has taken a number of initiatives regarding the same.

Measures:

- CCTV cameras have been installed to ensure the safety and security of the female students.
- The college has organized a gender sensitization programme to increase the gender awareness of the students.
- Various cells like the Women Cell, Anti-Sexual Harassment Cell, Anti-Ragging Cell etc. are there in the college to address grievances related to the girls. However, no such grievance has been reported to date.
- The NSS unit of Sripat Singh College is sensitive to gender equity and has organized various programmes related to women's issues. It also conducts regular counselling sessions for the girls to uplift their mental health. Issues related to women's empowerment, gender equality, women's health and hygiene etc. are the major concerns of the NSS unit.
- A sanitary vending machine is in operation on the college premises to meet the problems of the girls. The college has a well-equipped Girls' common room with necessary amenities and facilities for recreation and flourish.

File Description	Documents
Annual gender sensitization action plan	Yes
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	Safety and security, Common Rooms

7.1.2 - The Institution has facilities for	D. Any 1 of the above

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

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 college is proud to say that, minimal waste is generated in the campus. Waste generated in the campus is segregated into e-waste, liquid waste /organic and solid waste. Different kinds of wastes are labelled according to the disposal rules and are then transported to disposal sites provided by the Jiaganj-Azimganj Municipality. Solid waste management:

Solid waste, which mainly involves plastic and paper, is collected in separate dustbins and handed over to the Jiaganj-Azimganj Municipality Workers. Separate bins are also kept on all floors for solid waste and liquid/organic waste. Students are asked to dispose of waste only in the designated bins. All classes are provided with dustbins for solid waste disposal. Old newspapers, Books, used water bottles etc. are sold to venders for recycling. The college has plans to make the campus plastic free in the near future.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	NIL
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction	**E. None of the above**

of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

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**	**D. Any 1 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 energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**B. Any 3 of the above**

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

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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).

Our college strives towards maintaining an inclusive environment for all stakeholders. The college promotes linguistic, regional, and cultural diversity among the students. Several activities that promote communal harmony are undertaken frequently. So, our college has implemented various measures to make the college an

inclusive campus. Sripat Singh College strictly follows the reservation policies laid out by the Government of India for admissions of students and appointments of teaching and non-teaching staff. The admission committee ensure parity and transparency during the admission process. Students from backward socio-economic spectrum are granted fee concessions in every academic session. The College also promotes several financial assistance/scholarships provided by the Government of India, state government and nongovernmental organizations to facilitate access to financial assistance among students. Mentor-mentee meetings are held regularly and students are encouraged to share their problems, academic or personal with their mentors. Dedicated teacher-mentors are assigned to outstation students. Teachers adopt bi-lingual mode of teaching, wherever required, to assist students with linguistic challenges. This helps students enhance their academic performance.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

The Indigenous education plan of Sripat Singh College reiterates the College's long-standing commitment to learners' families, communities and organizations. The plan supports the principles outlined in developing human values and the declaration on Rights, Values, Duties and Responsibilities. Inclusive governance: The college administers observation of Independence Day, Republic Day, and National Youth Day to ensure continuous participation, and collaboration to inculcate values with decision-making processes and governance structures which ensure more responsive environment.

Identity Building:

The college braids ways of being, knowing and doing into course structure and co-curricular activities as reflected through participation in college magazines to various competitions and seminars.

Culturally rich and supportive learning environments:

The college empowers learners and staff to achieve their full potential socially, academically, and professionally while participating in College Foundation Day, Rabindra Jayanti, observation of Library Day etc.

Collaborative Engagement:

The college strengthens bonds of respect, creativity and community engagement through the observation of Vani Vandana to inculcate meaningful and responsive values.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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	C. Any 2 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	View File
Any other relevant information	View File

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

Every year, Sripat Singh College organises several national/ international commemorative days, events, festivals, and birth/ death anniversaries of the great Indian personalities. This year, due to COVID only the following days were celebrated in online mode:

National Voters' Day: 25th January

Republic Day: 26th January

World Environment Day: 5th June

College Foundation Day: 1st August

Independence Day: 15th August

Librarian Day: 12th August

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Objectives 1. Community Service: NSS aims to instill the value of community service and social responsibility among young students. It encourages them to actively participate in addressing the needs and problems of their local communities. 2. Personality Development: NSS seeks to foster the overall development of students by providing opportunities for them to develop leadership skills, communication skills, and a sense of teamwork. It helps to build self-confidence and self-discipline. 3. Social Awareness: NSS promotes awareness and understanding of social and community issues. It encourages students to critically examine these issues

and work towards finding solutions.

Context: During the COVID-19 pandemic, the National Service Scheme (NSS) adapted its activities to respond to the unique challenges posed by the situation while also adhering to safety guidelines. Here are some common activities that NSS volunteers engaged in during the pandemic Activities 1. Awareness Campaigns: NSS volunteers played a crucial role in disseminating accurate information about COVID-19, preventive measures, and vaccination through various means, including social media, pamphlets, and community outreach. 2. Mask Distribution: Volunteers distributed masks and encouraged community members to wear them to reduce the spread of the virus. 3. Sanitization Drives: NSS teams organized sanitization drives in public places, schools, and hospitals to help maintain hygiene and minimize the risk of infection. 4. Food Distribution: NSS units organized food distribution drives to help people affected by the pandemic, including daily wage workers and those in need due to lockdowns. Evidence of Success : • Many Students got food & Medical treatment. • Awareness increased among Students & neighborhood.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	[View File](#)

7.3 - Institutional Distinctiveness

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

This institution of higher learning strives to i) produce competent and value-based resource professionals, ii) provide equitable opportunities for students, iii) allow for the exponential growth of personality and character, and iv) successfully face tomorrow's concerns via outstanding education. To achieve its vision, this institution is committed to providing higher education to students in its vicinity, providing equal opportunities to all, providing academic, social, scientific, and spiritual values to the students' community, and enabling them to understand the spirit of transparent governance and public participation. We are acutely aware of our obligations to our children and seek to provide them with a friendly and growth oriented atmosphere. We do all in our ability to ensure that they reach the high standards that will ensure their leadership in the difficult world of tomorrow. The vision of the college is to

disseminate the light of knowledge and wisdom in order to fire the ardor of faith by developing men and women for others who are: i) academically successful ii) emotionally balanced iii) morally upright iv) socially responsible v) environmentally conscious vi) professionally devoted. Extension Activities and Outreach Programs are designed to help students grow holistically. We provide a high-quality education to our students.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	[View File](#)

7.3.2 - Plan of action for the next academic year

- To conduct Academic and Administrative Audit.
- To conduct Energy Green-Environment Audit by accredited agencies.
- To initiative activities for 3rd Cycle NAAC Accreditation.
- To enhance Best Practices activities of the college and start a new best practice for students.
- To organize seminars/workshop of national and international level.
- To collect feedback from Stakeholders on Syllabus.
- To enhance e-Governance initiatives in the campus.
- To enhance research, promotion and innovation promotion in the campus.
- To purchase new books and new journals for library.
- To improve laboratories buying some new equipment as required by the departments.
- To help the faculties to fill-up their Self Appraisal Reports of the faculties for their CAS.
- To initiate the Wifi facilities for each department.
- To increase number of computers in computer lab.
- Plantation in hostel ground around the field.
- To increase number of activities of NSS and NCC.
- To start new job-oriented courses in Skill and Career Counselling department and arrange campusing by calling reputed companies.
- To organize various co-curricular activities for holistic development of our students.