SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

SURENDRANATH COLLEGE

TWENTY-FOUR BY TWO M. G. ROAD, KOLKATA
700009
www.surendranathcollege.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

March 2022

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Surendranath College is a 138 years old heritage institution, being established in 1884 as Ripon College by Surendranath Banerjea. The college was renamed in 1948-49 after the founder's name. The college is devoted towards imparting quality education in all branches with a holistic approach for students of every stratum of the society, thereby fulfilling the primary objective of our visionary founder, to provide optimum opportunities of education and research to the students, significant for progress and human achievements.

The college is affiliated to University of Calcutta. The college achieved a B++ grade in 2007 and a B+ grade in 2016 from NAAC. Subsequently, the IQAC has developed several quality assurance mechanisms with the help of several committees under the able guidance of the Principal and the whole college is still now striving for excellence with the aim to emerge as a premier higher learning institution by creating, advancing, and disseminating knowledge with collective wisdom, through value imbued holistic education.

The college faculty always strives to work with determination and patience to motivate students in their academic pursuits and help them to evolve their capabilities and skills. With infrastructural facilities, upgraded ICT-enabled teaching learning process through a well structured curriculum and dedicated mentoring system, augmented with relevant add-on certificate courses, the college provides adequate environment for overall progress of the students. The college renders adequate scope for extracurricular activities through sports facilities and has active NSS and NCC units. Scholarships and free ships are provided to students ensuring an inclusive education system for all socioeconomic sections of the society.

Four departments of the college are recognized by DBT in 2019 under the DBT Star College Strengthening Scheme, Govt of India. Three biological departments are also recognised under DST-BOOST programme, Govt of West Bengal. The college has been presented with the award of "Educational Excellence 2020" by Zee 24 Ghanta for establishing high quality standards in education.

Since its inception, the institution is committed to guide and prepare the students to gain in-depth knowledge of subjects and its applicability, following a disciplined lifestyle equipped with all essential life values and skill sets.

Vision

The vision of Surendranath College is to impart, sustain and foster all-round holistic and quality education to the students coming from every stratum of the society so that they can gather knowledge, employable expertise and be successful in every prospect of life.

The college ensures to deliver life building and character-defining education to all the students through a well balanced cognitive and cumulative approach of teaching and learning, which will transform the young ones into responsible global citizens of tomorrow.

Mission

The mission of the institution envisages a life-oriented education system that aims at evolving, improving, upgrading, and remaining committed to its laurels of heritage in conformity with the immortal words of the Upanishad, namely "Damyata" or restrain, "Datta" or charity, and "Dayaddhayam" or non-violence which is enshrined in the College emblem.

The objectives of the institution embodies the following perscpectives:

1. *Training for* **PROFESSIONAL SKILL DEVELOPMENT:**
   1. **Ensuring competence, and provoking excellence and brilliance.**
   2. **Stimulating critical and creative thinking.**
   3. **Promoting multi-disciplinary learning, research and publication.**
   4. **Linking studies with contemporary industry developments and applications.**
   5. **Making core competencies socially and environmentally beneficial.**
2. *Cultivating* **PERSONAL INTEGRATION:**
   1. **Fostering confidence, motivation, and vision for life.**
   2. **Upholding honesty, transparency, and accountability.**
   3. **Facilitating emotional, interpersonal, social, and spiritual intelligence.**
   4. **Developing organizational and leadership skills.**
   5. **Encouraging creative and collaborative engagement in curricular and co/extra-curricular activities.**
3. *Advocating* **SOCIAL INCLUSION:**
   1. **Respecting the dignity of others and practicing compassion and concern.**
   2. **Appreciating cultural pluralism and diversity.**
   3. **Striving for social justice, harmony, and solidarity.**
   4. **Caring and providing for the marginalized and disadvantaged sections of the society.**
   5. **Striving for sustainable development of all the startum of the society.**
   6. **Strategizing to protect the natural environment.**

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

INSTITUTIONAL

- *Exemplary teaching and research facilities such as*

- ○ **ICT enabled classrooms with Campus-wide Wi-Fi connectivity.**
- ○ **State of art Central Facility Laboratory**
- ○ **State of art Central Computation Laboratory.**
- ○ **Upgraded laboratories with modern pieces of equipment, animal and plant museum.**
- ○ **Spacious Central Library and Seminar Libraries in most departments.**
- ○ **Purchased licensed Zoom Meeting Platform for smooth conduction of online facilities.**

- *Cocurricular centric activities such as*

  - Relevant value imbued add-on certificate courses.
  - Extensive and effective extension activities through proactive NCC and NSS wings.
  - Annual sports day celebration along with inter-college sports events.
  - Organizing gender sensitization programs.
  - Celebration of national festivals and different religious festivals through cultural programs on a regular basis in a secular forum.

- *Infrastructural facilities such as*

  - A well-equipped conference room.
  - An auditorium with a capacity of 320.
  - Two recording studios.
  - Well equipped gymnasium.

- *Green Campus*

  - Eco-friendly campus with well-defined Green Building Policy.
  - Alternative energy source through Solar panels.
  - Environment awareness programs led by Health & Hygiene & Campus Waste Management Sub Committee.

  FACULTY

  - Qualified, competent, experienced and enthusiastic faculty with diversified backgrounds and industry exposure.
  - ~50% permanent faculty with Ph.D. as the highest qualification.
  - Strong research base with quality publications, funded research projects in identified thrust areas supported by adequate available resources.
  - Promoting a culture of learning and working together and participative management in a democratic environment.
  - Continuous quality assurance, sustenance, and enhancement through well-defined processes.
  - Significant contribution in developing e-contents and study materials facilitating virtual learning.
  - Visionary and transformational leadership for academic and administrative excellence.

    STUDENT
  - Standard result of students in final semester.
  - Effective individual student mentoring program both for honours and general students.
  - Mentoring students on curricular and co curricular aspects.
  - Remedial classes for slow learners.
  - Special coaching classes for competitive exams.
  - Free psychological counseling cells for students.
  - Free ships and concessions for needy students.
  - Strong Alumni presence in Global and National level public and private organizations in diverse areas connected through registered Alumni Association.
  - Proactive Placement Cell and Career Counseling Cell to facilitate appropriate employment.
  - Emphasis on the promotion of holistic development of students through co-curricular, extracurricular and extension activities.

Institutional Weakness

- **Lack of enough space**
- **No second campus**
- **College in a marketplace**
- **No Playground**
- **No dedicated hostel**
- **No faculty or student exchange programs due to structural and governmental policy limitations**
- **Inadequate language competence in English often leading to an unsatisfactory level of comprehension and communication, particularly in the first semester**
- **No college conveyance**
- **Few add-on-courses**
- **Majority of technical staff being temporary**
- **Limited international visibility**
- **Augmentation of infrastructure and human resources without geographical expansion**
- **Inadequate scope for achieving academic excellence in affiliated colleges**

Institutional Opportunity

- **To carry out research projects and any other research initiatives using the Central Facility Research Laboratory.**
- **Introducing multidisciplinary courses in emerging areas.**
- **Attracting international students for higher education courses.**
- **Promoting multidisciplinary research and issues related to the local community.**
- **Strategic alliances and collaborations with International and National Educational Institutes, Industries, Government Bodies, and NGOs for research, faculty-student exchange, joint programs, training, and consultancy.**
- **Leveraging the available ICT resources for creating Open Learning Community.**
- **Continuous quality enhancement, accreditations, benchmarking, and certification from appropriate bodies/organizations for national and international recognition.**

Institutional Challenge

- **Striking a balance between the traditional, innovative and professional courses offered by the affiliating University.**

- **Balancing the educational requirements of cross-sections of the society– tribal, rural, and urban.**
- **Attracting and retaining quality faculty and students.**
- **Competing with other state-level educational institutions, both public and private.**
- **Meeting technological advancements through continuous up-gradation of educational resources.**
- **Sustaining the value system amongst stakeholders.**
- **Managing resources for quality education while keeping the unit cost of education low.**

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Surendranath College, being affiliated to the University of Calcutta, follows a well-planned, well-defined, revised and updated curriculum prescribed by the University which contains content, objectives, process and methodology of the course and program that makes the learners capable to compete with peers and market and achieve their desired professional goals. However, the college innovates within these established academic structures as per global, national and local needs to provide holistic development for the students. After the curriculum is prepared and planned, the college fulfils its responsibility in effective delivery of the same through a systematic defined process. All the stakeholders, students and teachers also help the HEI to attain feedback regarding curriculum for its needed revision. Feedback is taken on the forms available on the website, and the data is compiled, analysed and shared with each department and concerned individuals for further action to improve the curriculum.

The college ensures effective curriculum delivery through a well-planned and documented process by preparing academic calendar, class wise time table, master routine and also by adopting other pedagogical methods such as extra/remedial classes, distribution of e-resources, student projects, field trips, symposiums, classroom seminars, webinars and workshops. Surendranath college introduces and initiates courses and programmes that not only seek employment for students but also allows them for studies across disciplines and subjects.

The college now follows a Choice Based Credit System (CBCS) for all its programmes (total 27) as prescribed by the affiliating University. However, the college offers academic flexibility to the students for choosing courses (total 793) and electives from a plethora of combinations available to them. In addition to the regular degree programmes, Thirty eight add-on courses/programmes and activities are offered by the college, in the last five years, to generate employability skills and global competencies among the learners. Moreover, the social, economic and community issues of relevance are also included by the college as a part of the curriculum enrichment.

Teaching-learning and Evaluation

Surendranath College being affiliated to University of Calcutta follows prescribed curriculum structure and admission procedures as approved by the affiliating university for all programmes. There are 4 Undergraduate General Degree Programs, 22 Undergraduate Honours Degree Programs and 1 Master's degree Programme running successfully in the College. The student admission procedure and the reservation policy strictly adhere to the norms of the state government and University of Calcutta. The admission demand ratio is really

outstanding with an 100% average (of last five years) enrolment percentage. The admission policy of the College is inclusive and caters to student diversity, including students from minority communities, economically weak sections, first generation learners and Divyangjan students. An average of 66% of seats are filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) during the last five years. Despite the diversity, the college assesses the learning levels of the students and organises special programmes for advanced learners and slow learners. The institution conducts regular mentor mentee meetings with maximum 4 students assigned to each faculty from each semester for close observation and guidance. The current student to full time teacher ratio is 32:1.

Surendranath College strictly follows and ensures the use of student centric methodology such as experiential, participative learning and problem solving methodologies in teaching-learning process. Variety of measures have been adopted by the institution to make the teaching learning process more student centric such as - Experiential learning, Participative learning, Problem-solving methodologies etc. The current strength of full-time teachers is about 96% against the sanctioned posts and among them more than 53% faculties are with Ph.D. All teachers of the institution use ICT for conducting classes and regular assessment. To maintain a continuous quality improvement module, The college follows a transparent, robust and continuous student evaluation procedure which includes students' feedback, parent teacher meeting/monitoring, academic audit, student satisfaction survey (SSS) etc. The pass percentage of students during the last five years averages to more than 75%.

Research, Innovations and Extension

The college always encourages and promotes research culture among the faculty and students for which a research committee has been put in place to facilitate the research and extension activities. The research committee organises workshops and sensitization programs to create research spirit among teachers and students. They are encouraged to attend seminars, conferences, workshops and present papers in and outside the college. Many teachers of the College have published their research papers in reputed National and international journals with good impact factors. Students are also encouraged to incorporate research culture and data analysis in their dissertation report and class assignments. Many faculty members are engaged in research projects funded by the UGC or other agencies. The college received more than 200 lakhs in INR as research grants from Government and non-governmental agencies during the last five years.

The faculty members of the department are always eager to create and provide an environment that induces the urge of learning among the students through innovative practices of teaching-learning. The students are encouraged to take on self-learning and self evaluating projects on several topics of the curriculum by making powerpoint presentations during the classes. To initiate a sense of teamwork for better transfer of knowledge among each other, the students were mentored for writing standard protocols of practical topics as well as to prepare review articles on co-curricular areas, so that the periphery of their interest towards the subject widens. Many collaborative activities for research, faculty exchange, student exchange/ internship have been created during the last five years to promote research and extension activities among students and teachers. More than 50 extension and outreach programs have been conducted by the institution through NSS/NCC, Government and Government recognised bodies such as blood donation camps, education and health awareness programmes, gender equality awareness activities, visits to slums in vicinity etc. on a regular basis during the last five years.

The college has also joined hands with other colleges and agencies and signed MOUs with Dinabandhu Mahavidyalaya, Bijoy Krishna Girls' College, Bhangar Mahavidyalaya and a private company named M/s.

Vital Waste last year.

Infrastructure and Learning Resources

The Institution has adequate infrastructure and physical facilities for teaching- learning, cultural activities, sports, gymnasium etc. With 24 Class rooms, 39 well equipped laboratories, 1 Central Research laboratory, 2 Seminar halls of which all are ICT enabled, the college aims to provide all the modern amenities available to the learners. Ample computers, laptops and high-speed stable internet connections (along with Wi-Fi) to the administrative offices and to all the 24 Departments including Central Library are available to promote the usage of modern technology in classes and day to day work in offices. Three Gallery classrooms in the Science Building have been upgraded to ICT enabled classroom-cum-seminar rooms. The faculty members are always encouraged to use modern teaching tools like LCD projectors and in several classrooms (18), there are built in projectors. Under the NME-ICT project the college has 19 broadband connections from BSNL commissioned on 12/5/2010 catering the ICT needs of its stakeholders. The central library is automated using Integrated Library Management System (ILMS) named KOHA. It has also recently subscribed to INFLIBNET and has become a registered user of N-LIST consortium, an initiative of the Ministry of Human Resource Development (MHRD) under the NME-ICT. The NDL, National Digital Library resources can also be accessed by the students using the e-library portal. College has promoted 1 classroom to virtual classroom and 11 classrooms to smart classrooms all equipped with internet connections. There are altogether 18 ICT enabled classrooms in the college.

The College has a well-defined policy and system in place for the maintenance and utilisation of all its physical and academic facilities. Classrooms are well equipped with all modern technology like the smart boards, mike systems, and other technologies for better and effective teaching. Safety of the human resource and infrastructure is ensured through 24x7 CCTV surveillance and security guards available in the campus round the clock. Annual maintenance contracts for computers, copier machines, software, CCTV, Fire extinguisher, garden, security are in place. The college strictly follows all the safety and security norms as required for an educational institution and makes optimal use of those.

Student Support and Progression

Surendranath College always believes in student empowerment and their skill development. The college tries its best in providing support services to students from diverse backgrounds, especially from economically and socially disadvantaged groups. Concession, fee waivers, and various types of scholarships (Government and non-government), and financial assistance through private donors are provided to those students. More than 20% of students have benefited from scholarships, freeships, etc. during the last five years. The student support services are displayed on the college website and updated regularly. The college has taken several initiatives for skill enhancement of students which include soft skills, language and communication skills, life skills, and ICT/computing skills.

The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases. For that, the college has an anti-ragging and anti-Sexual Harassment Committee/cell whose helpline number and email ID are displayed across the institution for easy access. The Student Grievance Redressal Committee addresses the grievances of the students and ensures that those are aptly dealt with by the concerned authority. The College also has a Student Counselling Committee along with an active Placement Cell which aims at making available quality placement opportunities for the students of the

college. Placement Cell also organises various activities like orientation program, internship, workshop, training that help the students in personality grooming and makes them express themselves and enhance their skills. More than 40% of students, out of the total students who have appeared in various competitive examinations conducted by the State and Central Government, have cleared those exams. Students progressing to higher education on an average is about 40% during the last five years.

The college also encourages its students to engage in sports, cultural, administrative, co-curricular, and extracurricular activities. Students have won many awards in the regional and state-level cultural and academic competitions during the last five years. The college has an active Alumni Association which contributes significantly to the development of the institution through financial (contributed more than 4 lakhs INR during the past five years) and other support services for the students.

Governance, Leadership and Management

The primary goal of Surendranath College is to impart, sustain and foster all-round holistic and quality education to the students coming from every stratum of the society so that they can gather knowledge and be competent as per employability. The college imbibes a sense of leadership qualities and make them realise their true potential.

The college being affiliated to University of Calcutta confers to its academic standards and merits in terms of providing quality education to the students. The Governing body having representatives from all stakeholders: teachers, students, office, government nominee, University nominee, local administration, is headed by the Governing body President and Principal as the secretary ensures participatory governance of the college. For the acquisition of goods and services, including requisition preparation, funds approval, payments to suppliers, and follow-up inquiries, college practices decentralisation by providing operational autonomy to the departments. IQAC overlooks the academics of the college. There are 30 different committees under the teacher's council led by an elected Teachers' Secretary with well-defined functions that give academic and administrative leadership to the institution.

The institution has effective welfare measures for teaching and non-teaching staff, such as West Bengal Health Scheme for Teaching Staff, Swastha Sathi health plan provided by the Government of West Bengal for Non-Teaching Staff etc. About 73 percent of teachers are provided with financial support to attend conferences/workshops and towards membership fees of professional bodies during the last five years. Performance of each employee is assessed annually after the completion of one year of service. The objective is not only to objectively evaluate the performance as per established norms but also to identify potential aspects for improvement that can eventually lead to further progress and growth of the employee. The institution conducts internal and external financial audits at regular intervals. The college has a separate dedicated Committee for keeping records of expenditure from Government Development grants and those obtained from different extramural funding agencies like UGC, DBTWB, DST, DBT, etc. More than 4 lakhs in INR has been received as funds/grants from non-government bodies, individuals, philanthropers during the last five years.

Institutional Values and Best Practices

The college is one of the pioneering institutions with a lineage of esteemed alumni. With the objective of the founder, the college strives for ensuring an inclusive eduacation system for the students of all socioeconomic backgrounds, irrespective of religion,caste or creed.

The college caters to a sufficient number of first-generation learners from remote regions and ensures that they adapt and get moulded with the academic pursuits. This is aided by the multilingual medium offered by the institution.

Surendranath College is committed to equal opportunities and to providing an environment in which all Faculties, staff, and students are treated with dignity and respect in which they can work and study free from any type of discrimination, harassment, or victimization. Sexual Harassment in any form is a serious offense that is punishable under the College's disciplinary procedures. In this regard, this college has a dedicated Internal Complaints Cell and also a Women's cell to address the concerns of girl students on campus.

Some of the best practises of the college includes - Department-specific orientation programs and student counselling sessions, free psychometric tests for all the students and guidance of the Students Counselling Cell, parent-Teacher meetings in every academic session as and when required, remedial classes at the departmental level for weaker students, different religious, social, and cultural programs within the college premises and outside to generate universal brotherhood, free vaccination for all in the lockdown period, several free of cost value-added skill enhancement courses to develop skill, knowledge, and overall grooming of the students, initiatives in fighting against pollution, working for green rallies, water conservation, waste management, etc. The college is over all committed to usher in socio-economic transformation by providing inclusive innovative quality education of global standards to fully meet the expectations of its stakeholders.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SURENDRANATH COLLEGE
Address	Twenty-four by two M. G. Road, Kolkata
City	Kolkata
State	West Bengal
Pin	700009
Website	www.surendranathcollege.ac.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Indranil Kar	033-23543876	9433427319	033-2354387 6	principalsurendran athcollege@gmail. com
IQAC / CIQA coordinator	Suchandra Chatterjee	033-25480011	8617755439	033-9830920 568	chatterjeesuchandr a01@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	01-01-1884

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
West Bengal	University of Calcutta	[View Document](#)

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	03-03-1956	[View Document](#)
12B of UGC	17-06-1972	[View Document](#)

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Twenty-four by two M. G. Road, Kolkata	Urban	0.785	0.5184

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,History	36	Higher Secondary or Equivalent	English + Bengali	75	56
UG	BA,English	36	Higher Secondary or Equivalent	English	75	75
UG	BA,Bengali	36	Higher Secondary or Equivalent	Bengali	75	20
UG	BA,Journalism	36	Higher Secondary or Equivalent	English + Bengali	43	39
UG	BA,Philosophy	36	Higher Secondary or Equivalent	English + Bengali	75	13
UG	BA,Political Science	36	Higher Secondary or Equivalent	English + Bengali	75	56
UG	BA,Psychology	36	Higher Secondary or Equivalent	English + Bengali	21	21
UG	BSc,Psychology	36	Higher Secondary or Equivalent	English + Bengali	22	22
UG	BA,Sanskrit	36	Higher Secondary or Equivalent	Bengali,Sanskrit	43	6

UG	BA,Sociology	36	Higher Secondary or Equivalent	English + Bengali	43	25
UG	BSc,Botany	36	Higher Secondary or Equivalent	English + Bengali	75	30
UG	BSc,Microbiology	36	Higher Secondary or Equivalent	English + Bengali	43	42
UG	BSc,Physiology	36	Higher Secondary or Equivalent	English + Bengali	58	49
UG	BSc,Zoology	36	Higher Secondary or Equivalent	English + Bengali	58	58
UG	BSc,Chemistry	36	Higher Secondary or Equivalent	English + Bengali	102	39
UG	BSc,Computer Science	36	Higher Secondary or Equivalent	English + Bengali	43	36
UG	BSc,Economics	36	Higher Secondary or Equivalent	English + Bengali	58	7
UG	BSc,Geography	36	Higher Secondary or Equivalent	English + Bengali	58	56
UG	BSc,Mathematics	36	Higher Secondary or Equivalent	English + Bengali	58	15
UG	BSc,Physics	36	Higher Secondary or Equivalent	English + Bengali	58	31
UG	BSc,Statistics	36	Higher Secondary or Equivalent	English + Bengali	29	27
UG	BCom,Commerce	36	Higher Secondary or Equivalent	English + Bengali	183	183

UG	BCom,Commerce	36	Higher Secondary or Equivalent	English + Bengali	340	313
UG	BSc,Botany Molecular Biology Physiology Zoology	36	Higher Secondary or Equivalent	English + Bengali	43	24
UG	BSc,Physics Chemistry Mathematics Statistics	36	Higher Secondary or Equivalent	English + Bengali	183	68
UG	BA,History Political Science Philosophy Sanskrit Sociology Bengali	36	Higher Secondary or Equivalent	English + Bengali	500	460
PG	MSc,Computer Science	36	Graduation	English + Bengali	20	20

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				1				20				49
Recruited	1	0	0	1	12	8	0	20	26	23	0	49
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				64
Recruited	0	0	0	0	0	0	0	0	21	43	0	64
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				22
Recruited	10	2	0	12
Yet to Recruit				10
Sanctioned by the Management/Society or Other Authorized Bodies				27
Recruited	17	10	0	27
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				31
Recruited	15	2	0	17
Yet to Recruit				14
Sanctioned by the Management/Society or Other Authorized Bodies				21
Recruited	14	7	0	21
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	11	4	0	18	20	0	54
M.Phil.	0	0	0	0	1	0	2	4	0	7
PG	0	0	0	1	3	0	27	42	0	73
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	2313	44	0	0	2357
	Female	1817	29	0	0	1846
	Others	3	0	0	0	3
PG	Male	13	0	0	0	13
	Female	16	0	0	0	16
	Others	0	0	0	0	0
Certificate / Awareness	Male	531	0	0	0	531
	Female	353	0	0	0	353
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	222	219	199	288
	Female	151	117	130	127
	Others	2	0	0	0
ST	Male	24	22	17	20
	Female	13	11	13	7
	Others	0	0	0	0
OBC	Male	150	160	144	166
	Female	74	75	65	81
	Others	0	0	0	0
General	Male	599	617	823	1063
	Female	477	486	714	735
	Others	1	2	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1713	1709	2105	2487

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The Vision of the National Education Policy; to provide high-quality education to develop human resources in our nation as global citizens is well acknowledged by the college. A discussion cum awareness program among the faculty members with an external expert in this field was conducted long back on 7th December 2019 on the key principles of NEP such as diversity for all curricula and pedagogy with technological innovations in teaching and learning, encouraging logical decision making and innovation, critical thinking, and creativity. In view of the NEP, the college has already initiated interdisciplinary programs (especially under DBT STAR College Scheme) integrating different

	departments in addition to the already existing inter/multidisciplinary research and academic practices. College strongly believes, academic programs should also be redesigned to include Multidisciplinary/Interdisciplinary courses as electives and all programs ought to be designed in such a way so that students get maximum flexibility to choose elective courses offered by other Departments. However, the college has no scope to design the curricula of the courses offered by the college. We are dependent on our affiliating university for that. Currently this much can be said that the College is ready enough to implement the suggestions given in the NEP as and when directed by the affiliated university.
2. Academic bank of credits (ABC):	National Academic Depository is a government endeavor to offer an online repository for all academic awards under the Digital India Programme. Our college is eager to start uploading students' mark sheets and degree certificates through the nad.digitallocker.gov.in platform. The National Academic Bank of Credits (ABC) portal has now been integrated into the nad.digitallocker.gov.in platform and is currently live for the academic year 2021. Our college follows a choice-based credit system for all of its programs and all these courses are affiliated with the University of Calcutta, which is yet to pass any resolution related to the ABC in the Academic Council. Our college will formally register in the ABC portal as soon as it gets approved and recommended by the affiliating university.
3. Skill development:	As a worrying skill gap impacts the employability in every sector, Surendranath College focuses on the training and development of our the students. The National Education Policy 2020 with its focus on skill development will hold the key to restructuring the educational ecosystem so as to improve the employability of future generations. The college recognizes the role of education in providing students with right skillsets. UGC has introduced DDU KAUSHAL KENDRA (DDUKK) for promoting vocational education in continuation to its initiatives for introducing community colleges and B.Voc. Programmes realizing the importance and the necessity for developing skills among students, and creating work-ready manpower on large scale. Our college is keen to implement this concept to start its

	own DDUKK. The college always tries to introduce Vocational programs based on National Skill Qualification Framework (NSQF). Our college aims at providing quality vocational education through DDUKK combining classroom-centered formal education and training with experience sharing of Industry practitioners and internships in business houses in the future. The focus is towards integrated knowledge acquisition and upgrading human skills towards creating a new league of employable youth. The newly adopted curriculum and the training imparted with the introduction of NEP will definitely help aspiring students to get fully trained in accordance with NSQF's National Occupational Standards (NOS) developed by Sector Skills Councils (SSC) and requirements of Industry 4.0 so as to enhance the employability of our graduates as per the industry's current human resources requirements. All these steps would march towards the implementation of NEP in the real sense. The program structure and contents should adhere to the UGC guidelines for vocational programs in line with National Skill Qualification Framework (NSQF). The program offers multiple entries and exit options to students where each exit point is linked to a specific job role as specified in NSQF. Students who successfully complete the first year of the program will be eligible for a PG diploma. Successful completion of all four semesters leads to an M.Voc. degree. The two-year program also will provide two skill certifications following the skill assessment tests by the Sector Skill Council recognized by National Skill Development Corporation (NSDC). Instead of the traditional content-heavy and rote-learning approach, Surendranath College in lieu with NEP 2020 emphasis on a more holistic view.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Our college encourages learning of our national language Hindi by offering AECC in Hindi. Regional languages like Bengali, traditional languages like Sanskrit, Urdu are also taught as Core Courses, LCC, or AECC, apart from the foreign language English. Cultural programs, other events, webinars, seminars as well are sometimes offered in Bengali too, along with English as the vernacular to encourage Bengali learners and understand the cultural values permeated by the literary works in Bengali.
5. Focus on Outcome based education (OBE):	Surendranath College offers 27 programs across

	Humanities, Science, and Social Sciences. All these programmes are offered as outcomes-based education (OBE) which are designed by the affiliating university keeping in mind the regional and global requirements. Our college has implemented outcome-based education with clearly stated Programme Outcomes, Programme Specific Outcomes, and course outcomes. All courses are designed with outcome, centered on cognitive abilities namely Remembering, Understanding, Applying, Analysing, Evaluating, and Creating. Apart from the domain-specific skills, learning outcomes at all levels ensure social responsibility and ethics, as well as entrepreneurial skills so that students contribute proactively to the economic, environmental, and social well-being of the nation. The Course Objectives (COs) are also aligned to the PO-PSO philosophy. All course syllabi have been designed with due consideration to macro-economic and social needs at large so as to apply the spirit of NEP.
6. Distance education/online education:	Due to Covid-19 pandemic, educational institutions in the country have increasingly been involved in using digital platforms for engaging classes, conducting conferences and meetings. Keeping aside the negative impact of lack of face-to-face learning, online education has broken the geographical barriers creating interaction of experts and students from distant geographies. Opening up of the economy including that of educational institutions has paved the way for adopting a hybrid model of education called 'PHYGITAL' combing online and offline resources. This can be considered as the new normal, which is envisaged in New Education Policy as well. Due to the experience gained during the closure period of Covid-19, access to online resources by educators and students will not be a constraint anymore. Faculties are encouraged to offer MOOC courses at Surendranath College which promotes the blended learning system of learning.

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
793	793	793	413	356

File Description	Document
Institutional data prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
27	27	27	27	26

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
4235	4988	6111	7072	10213

File Description	Document
Institutional data in prescribed format	View Document

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1107	1107	1107	1107	1107

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1294	1801	2225	2316	2001
File Description			**Document**	
Institutional data in prescribed format			View Document	

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
132	132	71	70	69
File Description			**Document**	
Institutional data in prescribed format			View Document	

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
136	136	73	73	73
File Description			**Document**	
Institutional data in prescribed format			View Document	

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 32

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
137.18947	355.62235	251.10374	200.87491	347.12854

4.3

Number of Computers

Response: 240

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

Response:

The Institution is affiliated to the University of Calcutta and hence the curriculum is constituted and governed by the University itself. The central academic calendar made in accordance with the University is displayed in the college website before commencement of admission each year. In addition to that the institution takes following measures to ensure proper implementation of it.

- The **Academic Sub Committee** and the **Routine Sub Committee** along with the Principal, IQAC coordinator and HoDs formulate a **central routine**/timetable at the beginning of each academic session/ semester to ensure effective delivery of curriculum. All the departmental classes are taken following that routine.

- The head of each department conducts an academic planning meeting to plan & organize the schedule of lectures & distribute the syllabus among the faculty members who are strictly instructed to **complete the syllabus within a stipulated time**.

- After completion of each topic, probable questions and answering methods are discussed among all the students. **Tutorials/projects, class tests, remedial classes** and **internal assessments** are done along with the formal evaluative processes. The students are encouraged to meet faculty beyond classroom hours for doubt-clearing and curricular discussions. For applied subjects, classroom lectures are complemented with **practical classes**, **hands-on training, projects** and **field works**. An effective **student mentoring system** is also maintained by all the departmental faculties.

- Besides traditional teaching methods, **ICT facilities** along with micro-teaching, students' presentations, inter-departmental quizzes, extended lectures by eminent faculty from other institutions and e-workshops are organised frequently for the students by all the departments.

- **Biometric Attendance** is implemented for all the academic and non-academic staff. This attendance is scrutinized thoroughly by the Principal and Leave committee of the college to ensure a smooth academic activity. Individual departments also maintain a Student attendance register meticulously and if needed, these are reported and analyzed in the **Parent-Teacher Meetings**

regularly organized by those departments.

- Timely meetings are conducted by the academic subcommittee and Examination committee and instructions are given for submission of assignments, conducting unit tests, internal assessments, and final year/semester university examinations as well as other competitive exams. The academic subcommittee works tirelessly to ensure academic excellence both at the students and faculty levels. A periodical analysis is made by that committee about the student's as well as faculty's performance by an effective **feedback system** in every semester for quality enrichment.

- During the **COVID-19 pandemic situation**, the college has taken measures of implementing regular online classes through LMS, Google meet, Google classroom and other online teaching platforms. The college has purchased a professional version of ZOOM to ensure smooth management of large classes, online **outreach programs** and **webinars**. Departments are also instructed to take measures to ensure the continuity of best learning methods by supplying **e-books, study materials** and **online assignments**. Several departments have published **e-magazines** focussing on the COVID-19 issue to spread awareness and involve students during this pandemic situation.

File Description	Document
Upload Additional information	[View Document](#)
Link for Additional information	[View Document](#)

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

Response:

The concerned authority of the college prepares an academic calendar at the beginning of each semester/year which follows the University's calendar consisting of various curricular, extra and co-curricular activities. The same is uploaded on the college website and displayed on notice boards and at strategic locations. It is also communicated to students through corresponding WhatsApp/Telegram groups. All the classes and examinations are planned as per this calendar to ensure conformance with it. It is updated and revised with respect to any changes suggested by the university. Apart from that, the Principal can incorporate minor changes in the academic calendar which he may deem fit considering the unforeseen circumstances.

Continuous Internal Evaluation (CIE) by the institution:

The college strictly follows an internal evaluation process as instructed by the University for each course in each semester which is a part of the newly-implemented Choice Based Credit System (CBCS). The internal evaluation consists of 20% of total marks of each course and out of which half of the marks comes

from students' attendance and the other half from an internal examination which is conducted by the corresponding departments. The faculties are instructed to prepare question sets and also assess the answer scripts within the deadline mentioned by the University.

Apart from the internal evaluation at University level, the college also implements various ways for CIE at the institutional level. Some of those are listed below.

- **Assignments:** Regular assignments are provided to students by the corresponding course instructor. Those are collected from students and assessed by the teacher within scheduled dates.

- **Class Tests and Quizzes:** Some of the departments conduct regular class tests and quizzes consisting of MCQs on the related topic for practice and revision.

- **Student Seminars:** Seminars are carried out by the students on a particular topic in a subject within their syllabus during the respective semester. Such seminars also involve group discussions among teachers and students.

- **Tutorials and Projects:** Departments also conduct tutorial sessions and carry out project works with students to enhance their problem-solving abilities.

- **Academic Monitoring:** Each head of the department strictly monitors the course coverage, student attendance, remedial classes, and assignment provided for every subject. The overall internal evaluation is also monitored by the Principal on a regular basis by conducting monthly meetings with IQAC, Academic Sub Committee and all the HoDs.

File Description	Document
Upload Additional information	[View Document](#)
Link for Additional information	[View Document](#)

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 last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document
Link for Additional information	View Document

1.2 Academic Flexibility

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

Response: 100

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

Response: 27

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document
Link for Additional information	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 38

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
18	4	3	7	6

File Description	Document
List of Add on /Certificate programs	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 5.2

1.2.3.1 **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
884	101	31	128	79

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View Document](#)
Any additional information	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

The college strongly believes in integrating cross-cutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curriculum so that it can lead to a strong value-based holistic development of students. Although the affiliating university decides the syllabus and college has to follow it, the college makes its own effort to introduce various courses and activities to promote these issues.

Professional Ethics, Moral and Human Values:

The curriculum in different UG programmes integrates social services, comparative study of religion, cultural education, rural development and scientific methodology which are specially focused on the development of human values and professional ethics. Apart from the curriculum, the college organises *Value Education Course* every year as a separate add on/certificate course. The main objective of such a course is to enable the students to understand the importance of ethics and values in their personal, social & professional life. The college also celebrates the Republic day, Women's day, Independence Day, Teacher`s day, Human Right Day, International Yoga Day etc. to nurture the moral, ethical and social values in the students. The **NCC** and **NSS** unit of the college takes efforts for integration of ethical and human values through various extracurricular activities such as Swachch Bharat Abhiyan, Health and Hygiene awareness programs and Exhibition, Healthy India, and Blood Donation Camp etc. Various departments of the college also organize different seminars/workshops time to time addressing the issues related to professional ethics and values.

Gender Sensitization:

The college has *Women Grievance Cell* and *Grievance Redressal Cell* to provide counseling to students which actually promote gender equity among students and also deal with related issues of safety and security of female students, staff and teachers. The college campus is well-secured with CCTV and high level security. There is a separate Girls hostel for providing a safe environment to all female students. The NCC and NSS units of the college have been very proactive in conducting different extension activities such as the Save girl child campaign, essay and poster exhibitions, wall paper presentations, etc. to address various gender related issues.

Environment and Sustainability:

The curriculum already integrates a compulsory project work on environment and sustainability for all the students in their 2nd semester course (AECC-2) where students learn about water and **waste management, renewable energy, agriculture, environmental and green technology**. Apart from this, the college also organizes environment awareness camps, seminars, workshops, guest lectures, industry visits and field excursions. The NCC and NSS units of the college also organize different activities to save the environment such as cleanliness campaigns, tree plantation, plastic-free awareness etc. The college celebrates the day of National importance as Earth day and Environment day to spread awareness among students and others. Several workshops/ seminars on Environment & Ecology have been also organized to make students aware about efficient use of natural resources.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View Document](#)

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 7.43

1.3.2.1 **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
52	52	52	34	33

File Description	Document
Programme / Curriculum/ Syllabus of the courses	[View Document](#)
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	[View Document](#)

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 36.6

1.3.3.1 **Number of students undertaking project work/field work / internships**

Response: 1550

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	[View Document](#)

1.4 Feedback System

1.4.1 *Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni*

Response: A. All of the above

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

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1. **Feedback collected, analysed and action taken and feedback available on website**
2. **Feedback collected, analysed and action has been taken**
3. **Feedback collected and analysed**
4. **Feedback collected**
5. **Feedback not collected**

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	[View Document](#)
URL for feedback report	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 85.26

2.1.1.1 **Number of students admitted year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1713	1709	2105	2487	2456

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2456	2456	2456	2456	2456

File Description	Document
Institutional data in prescribed format	[View Document]
Any additional information	[View Document]

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 62.53

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
636	604	538	689	994

File Description	Document
Average percentage of seats filled against seats reserved	[View Document]
Any additional information	[View Document]

2.2 Catering to Student Diversity

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

Response:

The institution conducts regular mentor-mentee meetings with maximum 4 students assigned to each faculty from each semester for close observation and guidance. Slow learners are identified and helped out with extra classes, additional study material and personalized guidance. For advanced learners, the students are encouraged to participate in different competitive programs like poster competitions, seminar presentations, essay competitions in addition to arranging for invited lectures on subject-related advanced topics for better exposure. Advanced learners are also provided with extra study materials and guidance to quench their thirst for knowledge. Since each student is different in their potential the college ensures differential personalized mentoring for each individual varying in their academic pursuit.

File Description	Document
Past link for additional Information	[View Document](#)

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

Response: 32.08

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

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

Response:

Surendranath College strictly follows and ensures the use of student centric methodology such as experiential, participative learning and problem solving methodologies in teaching-learning process. The following measures have been adopted by the institution to make teaching learning process more students centric-

    1. **Experiential learning:**

Students are encouraged in experiential learning through faculty guided review project works under the mentor-mentee system. This practice also promotes teamwork which is an essential element for students to learn to be successful in future. To encourage scientific learning among students, students are often asked to submit written and oral assignments, e-poster after literature survey. Students are encouraged to submit articles on their creative ideas to the departmental wall Magazine and E-magazine published from the college. Due to the COVID-19 mediated pandemic situation, in this academic year (2020-21), there was a huge transformation from offline to online activities. So, the students were trained to develop the skill to use online platforms e.g Google Meet, Zoom, video editing software, PowerPoint presentation. Using these skill, the students organized Teachers' Day, Fresher's Welcome in Online mode in departmental level, made creative PowerPoint presentations for inter- and intra-college competition, annual student seminar, created cultural Videos for College YouTube channel.

2. Participative learning:

Further our students are involved in participative learning through regular seminar presentations which not only improves their knowledge on the topic but they also learn to prepare PowerPoints, present in front of others as well as face question answer sessions which automatically improves the concept on any topic. Mentoring sessions are held on a frequent basis for the benefit of our students. Parents Teachers Meetings are conducted to keep the guardians informed on the progress of their wards. Students are encouraged to join various webinars to improve their knowledge/skills and inter/intra college Quiz/Essay/photography competition. This information is shared through the Student WhatsApp Group by the faculty members on a regular basis. The students from DBT Star sponsored Department e.g. Botany, Zoology, Chemistry, Physics as well as students of the Computer Science Department undertook the Spoken Tutorial Courses offered by IIT Bombay to improve their soft skill. Student representation in administration is an important initiative taken by the College. Representatives of students serve as members on committees like Governing Body, Internal Quality Assurance Cell in order to involve them in the decision-making process.

3. Problem-solving methodologies:

For quality improvement in the teaching-learning process, we adopt the strategies of one-to-one contact sessions, interactive classes, and solving previous years' questions. To help students develop their analytical and problem-solving skills, students are given different assignments periodically and solutions are explained by faculties afterward. Internal assessments are arranged online using Google Form. The questions are set as MCQ type and time-bound. It helps the students to enhance confidence, develop their preparedness for competitive examinations. Tutorial/Remedial classes, Bridge courses, and other add-on courses have been initiated to groom them and prepare them as professionally sound human resources.

File Description	Document
Link for additional information	[View Document](#)

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

All teachers of the institution use ICT for conducting classes and regular assessment. Our teachers take online classes on Zoom cloud meet or Google Meet platform effectively from the onset of pandemic. The study materials (class powerpoints, notes in pdf format or ebook materials as well as youtube video links) are shared with the students via google classroom in addition to uploading in college website. Our faculties have also prepared tutorial videos on how to use different online meeting platforms and how to upload study materials in local language to reach enmass. The college ensures optimum interface of students with recent developing trends in their respective subjects through e resources and digital content.

File Description	Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View Document](#)

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

Response: 32:1

2.3.3.1 Number of mentors

Response: 132

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	[View Document](#)
mentor/mentee ratio	[View Document](#)
Circulars pertaining to assigning mentors to mentees	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 96.36

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 59.07

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
54	53	51	50	49

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	View Document
Any additional information	View Document

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

Response: 11.02

2.4.3.1 **Total experience of full-time teachers**

Response: 1455

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

The evaluation of the students on the basis of tests/examinations is an integral part of the teaching–learning process. College is affiliated to the University of Calcutta, and hence, follows its rules and guidelines regarding the assessment and evaluation process of performance of students. The same is communicated to the students. Internal assessment has an important role to play for CBCS method. In the session 2020-21, due to the Pandemic situation all the Internal Examinations were held in online mode as directed by the University. In this academic year, College provided information about methods and modalities to all students for Online Internal Assessment of examination during the Student Orientation Programme at the very first semester. Two Internal assessments were conducted, one for even semesters and one for odd semesters. According to the affiliating University, Internal assessments are assigned with 10 marks for each paper along with 10 marks for regular attendance under CBCS system. These examinations were conducted online by providing question papers of recommended marks by BOS, through Google Classroom or Google Forms. Answer Sheets were scanned and the properly renamed PDF were mailed or uploaded by the students, which were transparently evaluated by all faculty members. The subject teacher briefs the students in the classroom about their attendance and performance in the internal examinations. Students are free to interact with the teacher to resolve grievances if any, regarding the assessment. The students can observe the soft copies of evaluated answer scripts which are preserved safely by the respective Department. If there is any difference or discrepancy in their marks, it can immediately be rectified before uploading to the University Exam Portal. The Internal Assessment marks and attendance percentage obtained by the students are entered periodically in Calcutta University Exam Portal in a semester. Schedule of Internal Exams, Academic Calendar is strictly followed by College. Dates for the internal Examinations are notified by the Academic cell of the College at least one week in advance.

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

Response:

The institution conducts internal assessment in a very systematic manner, which ensures efficient and timely completion of the assessments. All the Departments are well connected with their stakeholders. In the pandemic situation, students have faced problems in uploading their answer scripts. The Teachers of the all the Department are available all the time for helping the students via WhatsApp Groups, Google Classroom, Departmental Mail and Mentoring Sessions. Due to the mentor mentee system teacher student relation is very trustworthy, hence, seldom grievances are raised regarding transparency of the evaluation done. Sometimes technical problems were encountered due to the online system of examination. If any such grievance is registered with the central Grievance Cell of the institution, necessary actions are taken immediately by the college as well as the department as required.

File Description	Document
Link for additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Response:

Surendranath College is affiliated to University of Calcutta and follows prescribed curriculum structured and approved by the affiliating university for all programmes run by the institution. There are 4 Undergraduate General Degree Programs, 22 Undergraduate Honours Degree Programs and 1 Master's degree Programme running successfully in the College. Each UG Honours program has 14 different core courses, 4 Skill enhancement courses, 4 discipline specific elective courses and 2 Ability Enhancement Compulsory Courses. Each UG General Degree Program offers choice of three General elective subjects, each elective subject with 4 core courses, 4 skill enhancement courses, 2 discipline specific courses and 2 ability enhancement compulsory courses. However, Hindi and Urdu are two departments who offer only Ability Enhancement Compulsory Courses (AECC) in those languages.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	View Document
Upload any additional information	View Document
Past link for Additional information	View Document

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

Response:

To maintain a continuous quality improvement module, the following five-stage methods of mapping the learning outcomes of the students for evaluation process and reform have been initiated and are as mentioned below:

(A) CONTINUOUS STUDENTS' EVALUATION – Constantly monitoring attendance of each student, their responses in class, conduction of special remedial/tutorial classes outside the routine hours, periodically conducting class tests, analysis of each result, and post-result mentoring of students based on their identified areas of weakness. The assessment of the students is done regularly by the teachers of the Department by taking both scheduled tests and surprise tests. Different types of applied questions are given in order to judge their level of understanding of the subject. Apart from it various class tests and unit tests are also conducted after the completion of each topic so that

the teacher can find out the weakness of the students. These tests also help the students to find out their lacuna in the subject. Sometimes students are also provided links to quizzes for their self-assessment. The program outcomes and course outcomes are also evaluated by giving the students to write some review reports, projects, and seminar presentations which help the teachers to judge the applied skills of the students.

(B) STUDENTS' FEEDBACK – The institution offers a structured questionnaire consisting of an exhaustive list of points covering teaching, infrastructure, library, and the entire learning experience of the students during their tenure. This feedback system is conducted online for each student from the current academic year and ensures absolute confidentiality. The responses received through this feedback serve as a valuable source of information to measure the satisfaction level of the students.

(C) PARENT TEACHER MEETING/MONITORING – Parents are departmentally invited on as and when needed to discuss the progress of their wards. This is in addition to the regular monitoring of the student's progress by the Departments.

(D) ACADEMIC AUDIT – Regular academic audit (internal/external) is conducted by the IQAC through a structured questionnaire. The audit reports are reviewed and approved by the management. The new innovations or inputs received by the Departments from the

Principal and IQAC are communicated to the students and faculty members by the Departmental Heads.

(E) STUDENT SATISFACTION SURVEY – SSS with a structured questionnaire as given by NAAC is done also randomly with students of any semester. The survey result is next analyzed critically and the institution sincerely works on the grey areas of the survey report.

File Description	Document
Paste link for Additional information	[View Document]()

2.6.3 Average pass percentage of Students during last five years

Response: 76.83

2.6.3.1 **Number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1282	1708	1313	1596	1247

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1294	1801	2225	2316	2001

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View Document
Upload any additional information	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.33

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document
Upload any additional information	View Document

Criterion 3 - 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, Chairs in the institution during the last five years (INR in Lakhs)

Response: 208.77

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
56.23	26.05	112.99	3.66	9.835

File Description	Document
List of endowments / projects with details of grants	[View Document](#)
e-copies of the grant award letters for sponsored research projects / endowments	[View Document](#)

3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)

Response: 4.55

3.1.2.1 **Number of teachers recognized as research guides**

Response: 6

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 38.18

3.1.3.1 **Number of departments having Research projects funded by government and non-government agencies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
6	5	22	4	5

3.1.3.2 **Number of departments offering academic programes**

2020-21	2019-20	2018-19	2017-18	2016-17
22	22	22	22	22

File Description	Document
Supporting document from Funding Agency	[View Document](#)
List of research projects and funding details	[View Document](#)
Paste link to funding agency website	[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Response:

The faculty members of the department are always eager to create and provide an environment that induces the urge of learning among the students through innovative practices of teaching-learning. The students are encouraged to take on self-learning and self evaluating projects on several topics of the curriculum by making powerpoint presentations during the classes. To initiate a sense of teamwork for better transfer of knowledge among each other, the students were mentored for writing standard protocols of practical topics as well as to prepare review articles on cocurricular areas, so that the periphery of their interest towards the subject widens.

Students are provided withe books on various topics and links are provided by teachers after the classes.They also have access to books in the seminar library of the Department apart from the wide range of books available in the Central Library of the college to cater their needs.Students are encouraged to participate in various inter college debates , group discussions on various topics in the subject.They are involved in practicals which are not included in their syllabus but are related to the topics which they study in their theory.Students are allowed to share their views on some latest informations on the topics which they obtain from the various sources like internet and books.Apart from the quizzes and surprise tests taken by the teachers during the classes,students are also provided with links to tests for their self assessment.All sufficient measures are taken by the teachers so that the students develop interest towards the subject also develop soft skills which is very important for overall development of the student. Mentor mentee meetings are regularly conducted

by the teachers of the Department to find out if they need extra support both mentally and academically. The various e resources prepared by the teachers are uploaded timely so that the students can clarify their doubts in case they have not understood or missed some points during the lecture.Sufficient care is taken by the teachers so that all the students are satisfied and a student friendly atmosphere is created so that they don't hesitate in communicating with the them. The students are always encouraged to participate in both oral and poster presentations in various intra and inter college competitions to develop their speaking, leadership skills and also learn how to work in a team which will help them to be successful in their life.They are also involved to write various review articles and projects.Teachers always new teaching aids like various models, poewr point presentatios and make videos on related topics in oder to make the classes more appealing to the students.Extra care and utmost effort is given by the faculties of the Department to make the teaching learning process very interesting for the pupils so that they become successful and responsible citizens of the society.

File Description	Document
Paste link for additional information	View Document

3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years

Response: 16

3.2.2.1 **Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
14	1	0	1	0

File Description	Document
List of workshops/seminars during last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 0.67

3.3.1.1 **How many Ph.Ds registered per eligible teacher within last five years**

Response: 4

3.3.1.2 **Number of teachers recognized as guides during the last five years**

Response: 6

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	[View Document](#)
URL to the research page on HEI website	[View Document](#)

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 1.08

3.3.2.1 **Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
26	16	20	18	22

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document](#)

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 2.25

3.3.3.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
104	48	20	24	17

File Description	Document
List books and chapters edited volumes/ books published	[View Document](#)

3.4 Extension Activities

3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

Surendranath college has always been in the forefront in making its noteworthy contribution to the neighbourhood community, society and environment. The college organised various activities for faculty, students and staff in the neighbourhood community in order to sensitise them to social issues and holistic development during the last five years. NSS & NCC unit and a team of committed faculty members engage students in the community development programmes by organising blood donation camps, education awareness programmes, gender equality awareness activities and visits to slums in vicinity on a regular basis. To name a few of those, the college organised *YASH Relief Drive* in collaboration with NCC Unit, W.B. and Sikkim DTE in 2021. *Covid Awareness Drive, World Environment Day, Swachh Bharat Abhijan, Kargil Vijay Diwas* etc. were organised in collaboration with 2 Bengal BN NCC, Kolkata in 2020-21 which made notable impact in sensitising students about social and national issues. In March 2020, Department of Chemistry, Surendranath College carried out a *sanitizer preparation program* that was done in the departmental laboratory abiding by the protocol of WHO and distributed those sanitizers among the employees, police, bank and media persons.

Every year the NSS unit of the college organises *Independence* and *Republic Day Parades* with the regional NSS unit. *Eye Checkup Camp* was organised in collaboration with NRS Hospital in 2018. *Blood donation* and several disease awareness camps have been organised by the NCC Surendranath college once in a year. Awareness training to face the flood and other disastrous events training are given to the students and staff of our college to tide over such critical situations. Apart from those, the college made efforts in making students aware of social issues through various programmes like Environmental Awareness, Personal Health and Hygiene, Diet awareness, Road Safety, Tree Plantation, Soil and Water Testing, Plastic eradication etc.

The aim of organising such programmes is to make the students learn to negotiate, communicate, manage, conflict and lead others by working together with other individuals. These programmes sensitise the student volunteers towards the social issues and take challenges of the lesser privileged sections of the society. The college ensures that the students develop critical thinking skills and time management and become well-mannered citizens and a successful individual in their respective fields.

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

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 0

3.4.2.1 **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 year	[View Document](#)
e-copy of the award letters	[View Document](#)

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 8

3.4.3.1 **Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
5	3	0	0	0

File Description	Document
Reports of the event organized	[View Document](#)
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	[View Document](#)

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 1.61

3.4.4.1 **Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
278	74	0	0	0

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 29

3.5.1.1 **Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
19	2	3	2	3

File Description	Document
e-copies of related Document	View Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 4

3.5.2.1 **Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1	3	0	0	0

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File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

The Institutional campus area is 3177.023 sq mts with 2098.24 sq mts built up area. We have 24 Class rooms, 39 well equipped laboratories, 1 Central Research laboratory, 2 Seminar halls of which all are ICT enabled. College has provided computers, laptops and internet connections to the Principal, Office and to all the 24 Departments including Central Library. • To promote the usage of technology in classes and day to day work, the college has started conducting small ICT workshops frequently organized by IQAC. • The college has its own website, and it is updated on a regular basis. • Three Gallery classrooms in the Science Building have been upgraded to ICT enabled classroom-cum-seminar rooms. • The faculty members are always encouraged to use modern teaching tools like LCD projectors and in several classrooms (18), there are built in projectors. • Some departments download relevant courses from SWAYAM and NPTEL and share them with their students. • Under the NME-ICT project the college has 19 broadband connections from BSNL (Domain id: webkolsugae.nme.in) commissioned on 12/5/2010 catering the ICT needs of its stakeholders. • The College Library has also recently subscribed to INFLIBNET and has become a registered user of N-LIST consortium, an initiative of the Ministry of Human Resource Development (MHRD) under the NME-ICT. The NDL, National Digital Library resources can also be accessed by the students using e-library portal • College has promoted 1 classroom to virtual classroom and 11 classrooms to smart classrooms all equipped with internet connections. There are altogether 18 ICT enabled classrooms in the college.

File Description	Document
Upload any additional information	[View Document](#)

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

Response:

There is a lot of encouragement for the students to participate in sports and culture activities simultaneously and thus they are awarded and rewarded accordingly. Intra-faculty and inter-faculty games and sports competitions are organized regularly every year for students. Students

the college has facilities for sports & games and cultural activities. Even though there is not a specific playground for the College as it is situated in the heart of the town, the students use a small patch of open space inside the campus for playing badminton and even for practicing cricket. There is an indoor play room where pupils can play indoor games like table tennis, chess, caroms etc. However, the College uses the playgrounds of other colleges, railway playground for Inter-College & State level games and for

Annual Sports. There is a separate room for Gymnasium under the sports committee. The sports committee handles it beautifully and carefully.

The institution conducts various cultural activities like Dance, Song, One Act Play, Essay, Debate, Recitation, Quiz, Extempore, Creative Writing, Rangoli and all such activities are conducted on the big and open stage inside the campus. We got some Committees to enhance the hidden talent of the students namely. There is enough scope for staging cultural activities in this College. Equipments and accessories required for conducting all such activities like sound system with speakers and screens and costumes are available in the College. Students present cultural programme on the National and International Conferences organized by the college.

File Description	Document
Upload any additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*

Response: 56.25

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 18

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 16.04

4.1.4.1 **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
58.29035	13.00998	11.71461	49.82522	15.89

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	[View Document](#)
Upload audited utilization statements	[View Document](#)
Upload any additional information	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

KOHA is a full-featured open source Library Management System. It was initially developed by Katipo Communications Ltd of New Zealand, currently maintained by a team of software providers and library technology staff from around the globe. It is Customizable Web-based Interfaces with full MARC support (MARC21 and UNIMARC) and Includes Z39.50 server & client for data interchange. In 2021, Central Library of our College installed KOHA to improve the existing Library services. Presently we use the version 21.05.04.000. The Library is partly automated and try to implement different modules of KOHA. After the books reach the library the "Cataloguing" module of KOHA is used to process them and generate their searchable bibliographic record. The records of the new users are registered through the "Patron" module of KOHA. The "Reports" module of KOHA is being used to gain general and specific data regarding library services. Library uses "Authorities", "Tools" and "Koha administration" module to customize different parameters and functions of the ILMS. Different activities like book accumulation, barcoding of books, library user card generation, online access of catalogue (OPAC) etc. have been done through this software. The Library provides remote access to the digital resources such as previous years question papers, syllabus, list of newly arrived books etc. to its users.

File Description	Document
Upload any additional information	[View Document](#)

4.2.2 The institution has subscription for the following e-resources

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

Response: C. Any 2 of the above

File Description	Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	[View Document](#)

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 3.51

4.2.3.1 **Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0.05900	10.60771	0.37400	0.15851	6.33433

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	[View Document](#)
Audited statements of accounts	[View Document](#)

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year

Response: 2.08

4.2.4.1 Number of teachers and students using library per day over last one year

Response: 91

File Description	Document
Details of library usage by teachers and students	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Continuous up-gradation of technology and IT equipment has been purchased as per the requirements. It is also equipped with a wide range of licensed system software and application software. The entire campus is connected with LAN Messenger. Computer labs are well connected to the internet help students and faculty to carry out their academic and other work. Lab assistants are available to support students and faculty in their queries.

The campus is well connected with a well-planned Telecom Network with intercom facilities is provided. Two additional BSNL landline connections are available.

There are 18 rooms and seminar/conference halls equipped with ICT facilities.

The hardware and software purchase, maintenance, Internet, Wi-fi, networking is done through

e-tendering.

The college website is monitored and updated from time to time by the IQAC and Website-Cum-Technical Subcommittee.

Zoom Cloud Meeting subscription has taken for webinar and college meetings as per online requirements. College creates a YouTube channel for webinars, cultural programs, and different student activities.

CCTV cameras are installed in the entire campus area of the college to provide additional safety security to the students and the staff for the prevention of untoward incidents on the campus. Most of the departments have computers, the majority of which has Internet facilities via Wi-Fi for preparation of powerpoint presentation as teaching-learning materials.

The institute is planning to extend this further to create and establish a Wi-Fi enabled campus.

Since 2019, we are using 100 Mbps Internet speed in our campus.

File Description	Document
Upload any additional information	View Document

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 18:1

File Description	Document
Upload any additional information	View Document

4.3.3 Bandwidth of internet connection in the Institution

Response: A. ?50 MBPS

File Description	Document
Upload any additional Information	[View Document](#)
Details of available bandwidth of internet connection in the Institution	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 15.08

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

2020-21	2019-20	2018-19	2017-18	2016-17
11.84	65.37	16.23	27.84	97.42

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View Document](#)
Audited statements of accounts	[View Document](#)

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.

Response:

1) Smart classrooms are installed in the majority of the classrooms to facilitate ICT-enabled teaching. 2) Internet speed has been boosted to >70 Mbps through fiber optic cable technology-mediated Internet facility. 3) All departments, including Central Library and administration are networked and connected through LAN. 4) Admission, student database, and feedback system are all managed online. 5) Certificate course in computer proficiency for all students took place. ICT skill development program for staff members has also been initiated. 6) E-learning course materials and study materials have been developed in all departments to encourage higher use of ICT among teachers and students. 7) Separate email id for all the faculty members has been allocated for easy communication and circulation of notices. 8) WhatsApp groups have been created for official intimation of Notices and other information (faculty, student, non-teaching staff groups). 9) Facility for internet, intranet, and intercom services has been initiated for the academic and administrative office. 10) Single window facility to meet up student needs has been running successfully.

The College has a well-defined policy and system in place for the maintenance and utilization of all its physical and academic facilities. Classroom management: Classroom being the most primary and important work space, it is managed with proper systems and procedures as recommended by the Management and the University. It is followed keeping in mind the modern teaching learning environment. The classrooms are well equipped with all modern technology like the smart boards, mike systems, and other technologies for better and effective teaching. Stock list of assets of Class room property, cleaning and maintenance are done on a regular basis, Annual Maintenance Contract (AMC) of all the modern teaching technology, proper reporting system about repairs and replacements are the basic attributes of classroom management. This also includes the asset management that forms the core in the working of the college. Laboratory As the College has seven Science departments, the Laboratory policy forms the core in the working of the institution. While the Laboratory has several instruments and equipment, the same is maintained through AMCs. 1. Locations of laboratory safety showers, eyewash stations, and fire extinguishers help to assure protective measures to minimize the causalities. 2. General Instructions to students regarding the safe and secure usage while in the laboratory are displayed in each lab. Library For overall smooth functioning of the library, it is divided into following five main sections and each section has its unique identity and with defined standard procedures the library works effectively and serves its patrons for information requirements. 1. Acquisition/ Processing Section 2. Circulation Section 3. Serial Section 4. Reference Section 5. ICT and Digital Section The library of the college has its own mechanisms and system in place to identify the purchases based on the courses offered, check on the facilities to be provided for the students and the staff. Generally, the norms conform to the institutional policies and the policies of the parent body. Yearly statistics for utilization of library resources helps in collection development policy of the library. Withdrawal of books and other reading material which is not useful for current references is done on a regular basis. A GR signed by the Library Committee and Head of the Institute initiates the withdrawal policy. Sports Sports committee looks after maintaining the sports ground and sports equipment. Committee organizes various indoor and outdoor sports competitions for students at intra and intercollegiate level. For holistic development, students are encouraged to participate in the competitions. Coaches for events where there is good student representation, are appointed with the permission of the Management and the Principal. The celebration of the International Yoga Day has become a regular affair and many students and staff participate in the same. While the IQAC defines policies related to workshops/seminars/conferences for students and staff across faculties, the website acquaints the users with the working system of the college and also invites suggestions on better working processes. Computers Maintenance of computers (Hardware and Software), updating software related to administrative and overall maintenance of campus infrastructure. Annual maintenance contracts for computers, copier machines, software, CCTV, Fire extinguisher, garden, security are in place. Policy is developed to maintain a balanced student and computer ratio, so that all students will be benefited for academic purposes. An external housekeeping service looks after cleanliness on the campus. Website is maintained and updated with the help of external professionals. Policy is developed to keep parents informed about student's attendance via mobile messages assuring safety of the students. The well-defined purchase policy developed by the Management Purchase Committee looks after all the purchases in the college. Institution follows all safety and security norms as required for an educational institution and makes optimal use of all security mechanisms. Safety of girls is specially handled and appropriate measures are taken to make the campus safe for students.

File Description	Document
Upload any additional information	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 20.48

5.1.1.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
766	998	1529	1657	1618

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	[View Document](#)
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 2.12

5.1.2.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
182	91	84	64	227

File Description	Document
Upload any additional information	[View Document](#)
Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)	[View Document](#)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

> 1. **Soft skills**
> 2. **Language and communication skills**
> 3. **Life skills (Yoga, physical fitness, health and hygiene)**
> 4. **ICT/computing skills**

Response: B. 3 of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	[View Document](#)
Any additional information	[View Document](#)
Link to Institutional website	[View Document](#)

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 0.15

5.1.4.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
19	9	5	1	1

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances

including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

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

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 1.2

5.2.1.1 **Number of outgoing students placed year - wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
52	12	8	9	11

File Description	Document
Upload any additional information	[View Document](#)
Self attested list of students placed	[View Document](#)
Details of student placement during the last five years (Data Template)	[View Document](#)

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 37.48

5.2.2.1 **Number of outgoing student progression to higher education during last five years**

Response: 485

File Description	Document
Upload supporting data for student/alumni	[View Document]
Details of student progression to higher education (Data Template)	[View Document]
Any additional information	[View Document]

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 40.38

5.2.3.1 **Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations,** *etc.)***) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
19	09	05	00	01

5.2.3.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
41	18	09	02	02

File Description	Document
Upload supporting data for the same	[View Document]
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	[View Document]
Any additional information	[View Document]

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 29

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) year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
01	19	06	03	00

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	[View Document](#)
e-copies of award letters and certificates	[View Document](#)
Any additional information	[View Document](#)

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

Response:

The institution conveys its guidance to the Students Union, which is founded to address the issues of all the students. As in a democratic forum, the General Secretary is elected from among the students every year, who is assisted by several class representatives. The students are encouraged to be actively involved in the various decision making process and their implementation. One member each from the student council is included in the Governing Body and IQAC to represent the student body in college academic and administrative affairs and in various sub-committees and cells, like Academic sub committee, Magazine sub committee, Athletic Sub Committee, Cultural Sub Committee, Admission & Election Sub Committee, Student Counselling & Aid Fund Sub Committee, College Hygeine Sub Committee, Students Credit card cell, etc. functioning in the college.

The general activities of the Student Council include:

1) Facilitation of student admission process

2) Addressing student related matters and report their grievances to the higher authority

3) Organising Annual Athletic Sports together with the Sports Committee of the College

4) Organising Various Religious and Cultural Programmes Such as The Fresher's Welcome, Teachers Day, College, Social, Rabindra Jayanti, Barshamangal, Agomoni, EId, Saraswati Puja, Biswakarma Puja Etc.

5) Participation in various extension activities of the college such as drives for Swachwota, Save Water, Safe Drive, Go Green, Free Vaccination Camps for Covid, Preparation of Sanitizers in the institution and its distribution to the general public in nearby localities as a community outreach venture, volunteering for Yash Relief community services, organizing health camps, campaigns on Dengue Awareness and Prevention, Drug Abuse, Illicit Trafficking Etc. along with NSS And NCC of the College.

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

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 16.6

5.3.3.1 **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
41	21	11	06	04

File Description	Document
Upload any additional information	[View Document](#)
Report of the event	[View Document](#)
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	[View Document](#)

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

Response:

The **Surendranath College Alumni Association** is a registered Society, under the West Bengal Societies Registration Act 1961, bearing the Registration No: S0025746 of 2021-22. The Association comprises of the "General Body" means the General Body of the Association and the "Governing Body" means the Executive Committee of the Association.

Mission: The formation of the Association aims to provide a common platform for the alumni members to build a personal and professional support system. The association dedicates towards maintaining the connection of the alumni with their Alma Mater.

Objectives:

- To plan and organize successful reunions of the alumni members on an annual basis.
- To generate a common forum that develops a global network to connect with all the alumni located in different parts of the world.
- To engage the alumni in various student development programs in both curricular and extracurricular aspects, by organizing conferences, lectures, and workshops.
- To initiate a vibrant enthusiastic discussion forum between the alumni and the present students, thereby benefitting the latter with the valuable sharing of experiences.
- To channelize relevant fundraising activities with the active participation of the alumni members, towards the development of the college
- To promote best practices in different areas of social life for the benefit of society.

The Alumni association is actively promoting the building of a relationship between the alumni members and the present students. This is aimed to be achieved by encouraging the informal mentoring and guidance system provided by the alumni in general discussions organized by the respective departments of the institution.

Membership: Any student who successfully obtains any degree/diploma from the College automatically becomes a Life Member of the Association. The Association, in the General Body on the recommendation of the Governing Body, may elect any person connected with the Institute or the Association, who is likely to promote the interests of the Association, as an Honorary Member for two years.

Activities:

- The Alumni Association has worked dedicatedly in arranging webinars to connect with all the alumni.
- It has organized lectures delivered by eminent alumni members in topics of the curriculum, as well as, in various skill enhancement initiatives through the digital medium.
- Various departments of the College have taken initiatives to organize Departmental Meets independently.
- The alumni association collects Rs.100/- as an alumni association membership fee from all the students, developing a financial base for conducting various activities, for the purpose of fulfilling the objectives of the association.

The institution is extremely proud of all the alumni members who are established in different fields of work. Our former students have always been keenly and sensitively involved in the matters of the college. All our alumni members engage on this forum with a common objective and motivation of keeping the connection with the institution and with each other and maintaining a strong global network that will garner and augment the institution's goodwill and strength.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: B. 4 Lakhs - 5 Lakhs

File Description	Document
Upload any additional information	View Document

Criterion 6 - 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

Response:

The vision of Surendranath College is to impart, sustain and foster all-round holistic and quality education to the students coming from every stratum of the society so that they can gather knowledge, employable expertise and grow up as responsible global citizens of tomorrow.

The mission of the institution envisages evolving, improving, upgrading and remaining committed to its laurels of heritage in conformity with the immortal words of the Upanishada, namely **"Damyata"** or restrain, **"Datta"** or charity and **"Dayaddhayam"** or non-violence which is enshrined in the College emblem.

The college being affiliated to University of Calcutta confers to its academic standards and merits in terms of providing quality education to the students. The Governing body having representatives from all stakeholders: teachers, students, office, government nominee, University nominee, local administration, is headed by the Governing body President and Principal as the secretary ensures participatory governance of the college. Curricular-extracurricular activities, dedicated placement cell, NCC and NSS units, add on Spoken English/Sanskrit- personality development and Computer courses (in collaboration with IIT, Mumbai), courses on photography and social services throughout the year ensure increase in employability index and acceptability of the students. Innovative mentor-mentee practice and add-on Value education course also aim to instill the mission of the college in the value system of the budding young minds.

File Description	Document
Paste link for additional information	[View Document](#)

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

Response:

Surendranath College promotes and practices decentralization in all academic and administrative activities, it has various academic and administrative committees to monitor, plan and execute smooth functioning of the Institute.

Administrative Decentralization:

The governing body is the apex decision making body of the college and is responsible for planning and policy development, institutional budget, academic and research growth of the institute and other extension activities.

The Principal gives directives to the departmental heads to prepare the annual departmental budget. The HOD conducts a meeting with all the faculty members of the department and asks them to submit requirements along with relevant quotations, depending upon the need of the syllabus and current industry trends. For the acquisition of goods and services, including requisition preparation, funds approval, payments to suppliers, and follow-up inquiries, college practices decentralization by providing operational autonomy to the departments.

Further, HOD prepares a consolidated report and submits to the Principal for approval. The Principal consolidates requirements of all the departments and forwards it to the Governing body for approval.

Academic Decentralization:

IQAC overlooks the academics of the college. There are 30 different committees under the teacher's council lead by of an elected Teachers' Secretary with well-defined functions that give academic and administrative leadership to the institution. IQAC is responsible for the holistic development of the college and to recommend the enhancement of student facilities, students' life and experiences at the Institute.

File Description	Document
Paste link for additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

Deployment of Perspective Plan (Some Examples)

- College bought licensed Zoom platform for conduction of normal classes, certificate courses, webinars, workshops, etc. in the lockdown period
- Collaborated with IIT Bombay (Spoken Tutorial) to provide free of cost computer training to teaching and non-teaching staff and students and other specialized skill enhancement courses
- Entire admission, administration, examination, and finance procedure was made online
- The college office has been fully digitized and automated with the implementation of a purchased ERP
- The central library was digitized with the installation of KOHA, a library management software
- IQAC organized training programs for teaching and non-teaching staff to effectively use various online platforms
- The college website was revamped, and downloadable e-contents were made available on the website.
- Webinars, invited lectures, workshops, motivational talks, awareness programs, quizzes, and various competitions were held online to keep the students and staff engaged and motivated throughout the year
- College organized free vaccination camp not only for staff and students but for the entire locality
- NCC/NSS worked tirelessly especially in Covid time by forming a team **Corona Warriors** and

performing various outreach activities to combat the disastrous effect of 'YASH' as well as the pandemic

- College with the help of the Department of Chemistry conducted a sanitizer preparation drive named SPARSHA at the time of its dire need and distributed it among employees of various essential services like banks, police stations, and health services
- Placement cell incorporated 664 students across all the departments in a telegram group where they provide virtual interview links, e-campus opportunities, communicate training and workshop links, job vacancy notifications, and collect time to time feedback from students
- Almost 60 review articles written under the able mentorship of teachers have been published in four books published by an international publisher
- Solar panels and rainwater harvesting systems were installed, Energy and Green Audits were done to make the college campus Green and clean
- Lift, ramp, rails, washrooms with special facilities, all were made to make the campus Divyangjan friendly in a true sense
- The college YouTube channel **Surendranathcollegelive** with 105 uploaded videos to date has become quite popular with ~3000 followers
- Currently, there are 18 add-on certificate courses running in the college including the value education course, mostly free of cost and a few with very nominal fees.
- A central facility state of art laboratory with cutting edge instrumentation facilities has been created in 2019 there on the rooftop of the science building of the college, for promoting research culture among faculty members
- College applied for the DBT STAR and DST BOOST grants and bagged both in 2020 with ~1 crore of the total sanctioned grant amount
- A state of art Gymnasium equipped with all modern equipment has been created for all; students, teaching and non-teaching staff for physical fitness
- Among 22 departments, 17 regularly publish wall magazines, e-magazines, tabloids, etc.
- Rotational headship has been implemented in all the departments of the college
- In the last five-year faculty members have published so far 102 papers in UGC approved national and international journals and 215 books/book chapters of national and international repute
- The college has collaborated with an external agency Vital Waste and effectively disposed of 1 ton of E-Waste and recycled 300 kgs of paper waste

File Description	Document
Upload any additional information	[View Document](#)
strategic Plan and deployment documents on the website	[View Document](#)

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

Response:

The functioning of the institutional bodies is effective and efficient which is reflecting through policy implementation, administrative setup, appointment and service rules. Effective and efficient functioning of the college is governed through different administrative section as specified in University Statute and department of Higher Education, Government of West Bengal.

Governing body (GB) is the apex body of the college for academics and administration. University of Calcutta and directorate of higher education, Government of West Bengal are the superior authorities to the institution for academic and administrative affairs respectively. Principal is the de facto secretary of the GB and executive head of the college. The GB has representations from all stake holders of the college like students, teaching and non-teaching staff as well as nominees from the Government and University.

Principal being the executive head is also the ex officio president of the Teachers' council and chairman of the internal quality assurance Cell (IQAC) of the college. IQAC is the topmost body to oversee, execute and monitor academic activities of the college. Principal is also the ex officio secretary of Academic Committee, Finance Committee, College administrative office and Students' Union who function in co-ordination with IQAC.

All the teachers of the college are by default members of the Teachers' Council that looks after the interest of the teachers as well as the entire academic environment of the college through different subcommittees under it. Bursar looks after the financial issues of the college and an ex officio member of the finance committee. The academic committee comprises of all the departmental heads as well as some invited members and work in close co-ordination with IQAC. For overall improvement of the academic atmosphere of the college IQAC also communicates with the alumni for their help and assistance, the local community for extension activities and also with the industries for placement of the students.

An Organogram of the College is provided here for demonstrating effective and efficient functioning of the institutional bodies.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)
Link to Organogram of the Institution webpage	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
ERP (Enterprise Resource Planning) Document	[View Document](#)
Details of implementation of e-governance in areas of operation, Administration etc	[View Document](#)
Any additional information	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

At Surendranath College, Staff welfare is given foremost importance. In connection with this, existing welfare measures for teaching and non-teaching staff are itemized below:

1. West Bengal Health Scheme for Teaching Staff
2. Swastha Sathi: a health plan provided by the Government of West Bengal for Non-Teaching Staff
3. Earned Leave and preparatory leave
4. Study Leave for advanced study and Research
5. Special Study Leave with full pay
6. Maternity benefits and child care leave as per norms for all the mothers
7. Paternity leave for all fathers
8. Quarantine Leave for infectious diseases in family or household
9. Medical Leave of half pay leave granted on production of certificate from a qualified registered medical practitioner or on private affairs.
10. Commuted Leave: Half Pay Leave upto a maximum of 180 days may be allowed to be commuted during the entire service period
11. Extraordinary leave without pay and allowances may be granted to a Teacher in special circumstances
12. Compensatory Leave: Any teacher of a college who may be required, in the interest of the college, to work during holidays shall be entitled to compensatory leave for an equal number of days for which he/she is required to work during the holidays.
13. Special Disability Leave: A teacher who is disabled by injury accidentally occurred in consequence of the due performance of his/her official duties or by illness incurred on the performance of any, a particular duty which has the effect of increasing his/her liability to illness or injury beyond the ordinary risk attaching to the post may be allowed special disability leave on full pay and allowances for a maximum period of 24 months during the whole course of service.
14. Leave Travel Concession: The teachers are allowed the benefit of leave travel concession once in their service career to visit any place within the country.
15. All the non-doctoral staff members are encouraged to get enrolled for part-time Ph.D. programs.
16. Free of cost Covid vaccination facility
17. Group insurance
18. Provident fund

19. Opportunities for international exposure, as per norms
20. Festival advance before Durga puja for Non-Teaching staff
21. Gym access as a wellness center
22. To nurture the multicultural environment on the campus, management ensures the celebration of all the festivals together.
23. Sponsorships are there to attend faculty development administrative training courses
24. Free Internet and Wi-Fi facilities with more than 300 mbps speed are available in the campus for staff
25. Annual picnic, sports, and various cultural activities are organized for Teaching and Non-Teaching Staff
26. Faculty members are encouraged to attend development programs (FDP) as on duty
27. Skill development courses are organized for non-teaching staff to enhance their required skillset
28. Attendance and leave of staff members are auto-calculated using a biometric system
29. Gratuity is available for all the employees of the institution
30. Women Cell works for the empowerment of women members in all aspects and helps them to flourish

In a nutshell, the Institution strives hard for holistic growth as well as health and happiness of all the staff members

File Description	Document
Upload any additional information	[View Document]()
Paste link for additional information	[View Document]()

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 72.99

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
132	68	65	63	22

File Description	Document
Upload any additional information	[View Document]()
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	[View Document]()

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 7.4

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

2020-21	2019-20	2018-19	2017-18	2016-17
12	15	5	4	1

File Description	Document
Upload any additional information	[View Document](#)
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	[View Document](#)

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 30.48

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

2020-21	2019-20	2018-19	2017-18	2016-17
96	13	19	21	09

File Description	Document
Upload any additional information	[View Document](#)
IQAC report summary	[View Document](#)
Details of teachers attending professional development programmes during the last five years	[View Document](#)

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

Response:

The performance of each employee is assessed annually after the completion of one year of service. The objective is not only to objectively evaluate the performance as per established norms but also to identify potential aspects for improvement that can eventually lead to further progress and growth of the employee. The salient features of the performance appraisal system are as follows:

Teaching Staff

a) The performance of each faculty member is assessed according to the Annual Self Assessment for the Performance Based Appraisal System (PBAS).

b) Promotions are based on the PBAS proforma for UGC Career Advancement Scheme (CAS) that is based on the API score.

c) The institute undertakes a wide range of activities besides academics, for which faculty members are assigned additional duties and responsibilities, which are mostly voluntary. The Institute accords appropriate weightage for these contributions in their overall assessment.

d) The faculty members are informed well in advance of their due promotion. e) The PBAS proforma filled by the Faculty Member is checked and verified by the Heads of the Departments, followed by the Promotion Sub-committee, IQAC, and the Principal.

f) Faculty members whose promotions are due are recommended based on their API score and are required to appear before the screening-cum-selection committee.

Non-Teaching Staff

All non-teaching staff members are also assessed through annual confidential reports and annual performance appraisals. A few strategies are observed in appraising non-teaching staff's performance this includes the technical contribution of individuals such as subject knowledge, awareness, productivity, quality, innovation willingness to learn, diligence, etc. besides they also assess the behavioral aspects like group behavior, acceptability, punctuality, etc.

360-degree feedback

Further, at the end of each semester, feedback forms are issued by each department to the students, teaching and non-teaching staff where the following feedbacks are collected:

- Self Feedback
- Peer Feedback
- Principal's Feedback
- Student's Feedback

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

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The institution conducts internal and external financial audits at regular intervals. The accounts of the college are audited regularly as per the government rules. The college has a separate dedicated Committee for keeping records of expenditure from Government Development grants and those obtained from different extramural funding agencies like UGC, DBTWB, DST, DBT, etc. Receipts including vouchers for payment made are checked thoroughly and tallied with the corresponding order copy and four sets of quotations (Tenders and quotations are duly called for in Newspapers/websites well at least one month before the commencement of purchase procedures). They are then subsequently audited by the Government enlisted auditor at the end of the financial year. In all possible cases, the E Tendering for procurements are done through the NIC portal and payments are processed through the PFMS portal. After the financial audit, the report is then sent to the management (Governing Body) for review, and then finally they are sent to the Government. The college also files income tax returns every year within the stipulated time.

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

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

Response: 4.39

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

2020-21	2019-20	2018-19	2017-18	2016-17
0.6325	1.344	1.167	0.787	0.4547

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	View Document
Any additional information	View Document
Annual statements of accounts	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Sources of funds:

1.Fees: (a) Fees charged from students as per the university and government norms for regular and self financed courses.

(b) Application fees received from students at the time of admission to the first semester.

2.Salary Grant: The College receives grants from Govt. of West Bengal as salary of teaching and non-teaching staff of the college which is directly credited to their respective salary accounts through Human Resource Management System(HRMS). For this, the college has to send pay packet claims to the state Government for sanctioning.

3. UGC Grants: The College is affiliated under 2F and 12B as per UGC Act and also affiliated to the University of Calcutta.

(a) The College receives grants from the UGC for maintenance of IQAC

(b) Funds for ongoing Minor and Major Research Projects.

4. The college has received funds from RUSA for development and maintenance of Infrastructure, upgrade of the Learning Resources and Research .

5. The college has received funds from DBT Govt. of India (DBT Star College): for upgrade of the Learning Resources and Research .

6. The college has received funds from State DST BOOST and research project: for up gradation of the Learning Resources and Research .

Resource mobilization policy and procedures:

1. All major decisions to ensure the optimum utilization of resources are discussed and approved in the meetings of the GB. All major purchases of the college are first recommended by the purchase and finance committee and subsequently approved in the GB after discussion.

2. The institution has a UGC Committees per the directions of the UGC given in the XII Plan. The committee in close coordination with IQAC and the Governing Body (GB) of the college monitors the mobilization of funds to ensure that the funds are spent for the purpose for which they have been allocated.

3. The Building Subcommittee keeps an eye on the building and recommends repair and maintenance needed from time to time. Major infrastructural augmentations are discussed and approved in the GB.

4. The Library Advisory Committee takes care of improvement and automation and ensures that the resources in the library are utilized optimally.

5. Campus cleanness and its utilization is monitored by the Heath hygiene and campus maintenance cell

  6. Regular internal audits from reputed Chartered Accountant farms and external audits from the government make sure that the resources are mobilized properly.

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

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

Response:

The major quality initiatives taken by IQAC over the last five years include the following:

- Biometric attendance for teaching and non-teaching staff
- Construction of one well equipped central facility research laboratory in the college
- Installation of an office ERP for automation of admission, administration, examination & finance
- Revamping of college website; a shift from .org to.ac.in.
- Downloadable study material development and upload in the college website
- Purchase of licensed Zoom platform for online classes, webinars, and activities
- Implementation of rotational headship
- Digitization of library through the installation of KOHA
- Construction of a state of art conference/meeting room for IQAC
- Construction of two recording studios in the college
- Construction a multigym in the college campus for students and staff members
- Installation of sanitary napkin vending machine and incineration machine
- MOU with Vital Waste for effective e-waste management, especially the e-waste
- Waste segregation and vermicomposting of vegetable peals with microbes using special bins
- Green initiatives on Campus; solar panels, rainwater harvesting system, water reservoir/tank
- Divyangjan friendly campus with lift, ramp, rail, etc.

- MoUs with some 5 colleges for promoting collaborative activities
- Application for NIRF and ISO Certifications in addition to IQAC and NAAC

- Collaboration with IIT Bombay to provide free of cost computer training for all
- Organization of ICT training programs for teaching and non-teaching staff
- Organization of free vaccination camp not only for staff and students but for the entire locality
- Tireless work of NCC and NSS units in Covid time by forming a team **Corona Warriors** and performing various outreach activities to combat the disastrous effect of 'YASH' as well as the pandemic
- Conduction of a sanitizer preparation drive named SPARSHA at the time of its dire need in association with the Department of Chemistry
- Incorporation of 664 students across all the departments in a telegram group by the Placement cell where they communicate all relevant notices
- Publication of four books published by an international publisher comprised of 60 review articles written by the students
- Creation of college YouTube channel **Surendranathcollegelive** that has 105 uploaded videos and ~3000 followers to date
- Introduction of 18 add-on certificate courses running in the college
- Application for DBT STAR and DST BOOST grants and bagging both in 2020 with ~1 crore of the total sanctioned grant amount
- Construction of a state of art Gymnasium equipped with all modern equipment
- Regular publication of wall magazines, e-magazines, and tabloids by 17 departments of the college
- 102 published papers by the faculty members in UGC approved national and international journals and 215 books/book chapters of national and international repute
- The signing of MOU with Vital Waste and effective disposal of 1 ton of E-Waste and recycling of 300 kgs of paper waste

File Description	Document
Upload any additional information	[View Document](#)

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

Incremental Improvement in Various Activities and Post-Accreditation Quality Initiatives of IQAC

(2017-2021)

- Number of full-time teachers has increased from 69 to 134
- Number of courses offered from 356 to 793

- Introduction of one PG course
- Over admission has been stopped total on roll student number have decreased from 10,213 to a sensible value of 4235
- The number of sanctioned posts has increased from 74 to 136
- The total number of classrooms and seminar halls has increased from 18 to 26
- The number of add on certificate courses has been increased from 6 to 18
- The average number of students admitted to certificate courses has increased from 79 to 884
- The number of courses that include experiential learning through project work/fieldwork/internship has increased from 33 to 52
- In the case of Curriculum Feedback in addition to Students' and Teachers' feedback, Alumni and Employer's Feedback also
- Student-teacher ratio has decreased to a reasonable value of 32:1, in place of the earlier ratio of 148:1
- The average percentage of full-time teachers against sanctioned posts during the last five years has increased to 96% from the earlier value of 93%
- In five years, the number of faculty members with Ph. D. has been increased from 43 to 57 (3 Ph.D. members have left the college)
- The average pass percentage of students has significantly increased from 62% to 99%
- Total Grant received from Govt agencies has increased from ~10 lakhs to ~56 lakhs
- The number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), and entrepreneurship has increased from 0 to 14
- The number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings has been significantly increased gradually from 17 to 104
- The number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year has increased from 3 to 19
- The number of extensions and outreached Programs conducted in collaboration Non- Government Organizations through NSS/ NCC was 55 in the last five years
- The number of students participating in extension activities has increased from 44 to 529
- The number of Collaborative activities for research, Faculty exchange, Student exchange/ internship has increased from 3 to 19
- ~69% of classrooms have been made ICT enabled
- Student computer ratio has decreased from 43:1 to 18:1
- New construction of a central facility well-equipped research lab
- New construction of a state of the art gymnasium
- New construction of a conference/meeting room for IQAC
- New construction of two recording studios
- New construction of an information center at the college entrance
- The library has been digitized with the installation of an ERP named KOHA
- The bandwidth of internet connection has been increased from 60 Mbps to 300 Mbps
- New purchase of a licensed Zoom platform for online activities
- New ERP installation for implementation of e-governance in Administration, Finance and Accounts, Student Admission and Support and Examination
- The percentage of teachers obtaining financial assistance has increased from 32% to 98%
- The number of professional development courses organized per year has been increased from 1 to 12
- The total number of teachers attending professional development Programs per year has been increased from 19% to 98%

- New installation of Solar panels
- Creation of Rainwater harvesting system
- New MOU with vital waste has solved the campus waste management problems
- New declaration of campus as NO SMOKING, NO CARBON EMISSION, and PLASTIC FREE ZONE
- Renovation of college building by making the guard wall, repairing the old sewerage and water pipeline, increasing the ferrule size, and repairing of leakage of gas pipeline for better sanitation and greener environment.
- The new facility of bulk SMS and space for study materials upload by the faculty was created.
- New introduction of rotational headship in all the departments with 2 years tenure for each Head
- New Staff Information System
- A cluster hostel has been made functional.
- New implementation of CBCS system in all the 27 programs it offers 2018 onwards
- New sanction of DST BOOST and DBT STAR grants
- Introduction of Mentoring System in 2019
- A new creation of college YouTube channel SURENDRANATH COLLEGE LIVE in 2020
- Publication of e-magazines by 17 departments of the college
- New Computational Laboratory in the Physics Department
- New installation of a lift in 2019
- New MOUs with 5 educational institutions
- All the washrooms of the college have been made "Divyangjan" friendly
- The whole roof of the science building has been covered to fight the space crunch
- Installation of Solar Panels on the rooftop of the college building and a rainwater harvesting system
- Introduction of coaching of final year students for cracking the competitive exam in 2021
- New revamping of the website from .org to.ac.in
- New domain space acquisition for college website
- Energy and green audits of college through external agency and subsequent certification
- ISO 9001:2015 certification in 2021
- First-time participation in NIRF 2022

File Description	Document
Upload any additional information	[View Document](#)

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality intitiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: A. All of the above

File Description	Document
Upload e-copies of the accreditations and certifications	[View Document](#)
Upload details of Quality assurance initiatives of the institution	[View Document](#)
Upload any additional information	[View Document](#)
Paste web link of Annual reports of Institution	[View Document](#)

Criterion 7 - 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 last five years.

Response:

CONTEXT

In any form of social framework dignity and respect to women should be of paramount concern. Surendranath College is committed to equal opportunities and to providing an environment in which all Faculties, staff, and students are treated with dignity and respect in which they can work and study free from any type of discrimination, harassment, or victimization. Sexual Harassment in any form is a serious offense that is punishable under the College's disciplinary procedures.

The college aims to provide equal opportunities and to provide an environment in which all Faculties, staff, and students are treated with respect so that they can work and study free from any type of discrimination, harassment, or victimization. Sexual Harassment in any form is a serious offense that is punishable under the College's disciplinary procedures. In this regard, this college has a dedicated Internal Complaints Cell and also a Women's cell to address the concerns of girl students on campus.

ICC AT A GLANCE

The cell monitors and prevents any form of sexual harassment on campus. With regard to gender harassment, the following is covered by the cell:

- Eve-teasing
- Unsavory remarks
- Jokes causing or likely to cause awkwardness or embarrassment
- Innuendos and taunts
- Gender-based insults or sexist remarks
- Unwelcome sexual overtone in any manner such as over the telephone and the like
- Touching any part of the body and the like
- Displaying pornographic or other offensive or derogatory pictures, cartoons, pamphlets, or sayings
- Forcible physical touch or molestation
- Physical confinement against one's will and any other act likely to violate one's privacy
- Asking any student to do any act which such student will not in the ordinary course do, causing a sense of embarrassment so as to adversely affect the physique or psyche of him or her

MEASURES TAKEN

- ICC assures all the complaints of the students, teaching and non-teaching staffs are treated with proper dignity and respect
- ICC ensures that all complaints made remain strictly confidential
- The cell tries to ensure that students are aware of the redress mechanism as well as the appropriate people to contact and report problems

- Reporting occurrences of sexual harassment and ragging related issues are made through mailing in the designated mail id and calling in the phone number provided on the college website

OTHER MEASURES

- The college organizes various gender awareness programs to sensitize students on campus
- Drop boxes are placed at the college entrance so that the students can drop any complaint letters in those boxes
- Various departments of the college also put-up display boards to promote awareness on gender issues
- The college often shows short films and videos to create awareness regarding gender issues
- If any complaint regarding gender harassment is made by the students, the ICC takes necessary action including enquiry and report to the principal
- The Cell recommends promoting awareness about ragging including misbehaviours, rudeness, physical intimidation to be spread among the freshers
- In this regard, the cell also organizes interactive sessions between senior and junior students in the presence of teachers

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	[View Document](#)
Link for annual gender sensitization action plan	[View Document](#)

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Response: C. 2 of the above

File Description	Document
Geotagged Photographs	[View Document](#)
Any other relevant information	[View Document](#)
Any other relevant information	[View Document](#)

7.1.3 Describe the facilities in the Institution for the management of the following types of

degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

Solid Waste Management

• It is segregated at source and collected by the sweepers, gardeners, housekeeping staff to dispose of to the dumping yards of Kolkata Municipal Corporation.

• Waste like plastic, metals, glass, cardboard, newspaper, and stationery are systematically collected, segregated, and sold to authorized vendors for recycling. The college has a functional MOU with a vendor **Vital Waste** in this regard.

• College adopts almost paperless concept by the digitization of office procedures through electronic means e.g., via WhatsApp group, email and Google classroom; thus, reducing paper-based waste and reducing carbon dioxide emissions.

• Use of paper printed on one side is encouraged in taking print drafts before the final document, meeting minutes, memos, and notes in office practices as environmentally preferred alternative to waste management to reduce pollution.

• Students are also encouraged to use waste paper and newspapers in creative practices during various extracurricular activities.

• Biodegradable kitchen waste from the canteen, horticultural waste such as dried leaves, twigs, and plant clippings is collected from all around the campus and used for vermicomposting.

• Dustbins have been installed throughout the campus for waste segregation.

• Waste food and leftover from the college canteen are taken away by staff for feeding stray animals.

Liquid Waste

Liquid waste released from the toilets of the college reaches the Sewage Treatment Plant (STP) of the Kolkata Municipal Corporation (KMC), through an underground drainage system, where, after separation by air pumps, the treated drainage water is used for irrigation and solid waste as the manure.

Biomedical Waste Management

Other than Sanitary napkins, no other such type of waste is generated on the campus. These are disposed of using a Sanitary Napkin Incinerator Machine, placed within the college campus.

E-Waste Management

• Electronic gadgets are generally repaired for minor defects by lab technicians to ensure optimum utilization.

• The electronic waste components such as CPUs and ICs are sometimes used in practical demonstrations for our students.

• The institute has MOU with Vital Waste for recycling of the E-Waste as per guidelines of the Pollution Control Board. E-Waste collected is stored and disposed of annually.

• Some of the reusable electronic components like resistors, capacitors, inductors, diode, transistors, thermistors, etc. are often removed from the gadgets and used by the students in making various projects.

Waste Recycle System

• Paper waste is sold out to Vital Waste and other agencies, for recycling in the paper industry.

• Vermicomposting is done with Green Bin using microbes, to recycle biodegradable solid wastes like peels of vegetable and food waste.

Hazardous Chemicals and Radioactive Waste

The campus is completely free from any kind of radioactive waste, as no radioactive materials are used anywhere on the campus. The three most common forms of chemical wastes; heavy metals, corrosive liquids, and organic solvents are, fortunately, not included in the new CBCS curriculum heading towards green chemistry.

File Description	Document
Any other relevant information	[View Document](#)
Any other relevant information	[View Document](#)
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	[View Document](#)
Link for Geotagged photographs of the facilities	[View Document](#)

7.1.4 Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**
4. **Waste water recycling**
5. **Maintenance of water bodies and distribution system in the campus**

Response: C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)
Any other relevant information	[View Document](#)

7.1.5 Green campus initiatives include:

  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**

Response: B. 3 of the above

File Description	Document
Various policy documents / decisions circulated for implementation	[View Document](#)
Geotagged photos / videos of the facilities	[View Document](#)
Any other relevant documents	[View Document](#)

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

  1. **Green audit**
  2. **Energy audit**
  3. **Environment audit**
  4. **Clean and green campus recognitions / awards**
  5. **Beyond the campus environmental promotion activities**

Response: C. 2 of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	[View Document](#)
Certification by the auditing agency	[View Document](#)

7.1.7 The Institution has disabled-friendly, barrier free environment

  1. **Built environment with ramps/lifts for easy access to classrooms.**
  2. **Divyangjan friendly washrooms**

3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for 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

Response: A. Any 4 or all of the above

File Description	Document
Policy documents and information brochures on the support to be provided	[View Document](#)
Geotagged photographs / videos of the facilities	[View Document](#)
Any other relevant information	[View Document](#)
Link for any other relevant information	[View Document](#)

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 500 words).

Response:

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Let us together be protected and let us together be nourished by God's blessings

Let us together join our mental forces in strength for the benefit of humanity

Let our efforts at learning be luminous and filled with joy, and endowed with the force of purpose

Let us never be poisoned with the seeds of hatred for anyone

Let there be peace and serenity in all three universes. - Invocation from Taittiriya Upanishad

To build a nation of youth who are noble in their attitude and morally responsible, the college organizes and conducts several activities to build and promote an environment for ethical, cultural, and spiritual values among the students and staff. To develop the emotional and religious feelings among the students and the faculty, commemorative days are celebrated on the campus with the initiative and support of the management for not only recreation and amusement but also to generate the feeling of oneness and social harmony.

The college and its teacher and staff jointly celebrate the cultural and regional festivals and special national

days, like College Social, Netaji's Birthday, Republic Day, Saraswati Puja, Fresher Welcome, Basanta Utsab, Rabindra Jayanti, Barsha Mangal, Independence Day, Teacher's day, Orientation Program, Biswakarma Puja, Mahalaya, Iftar, Women's day, Yoga day, etc. All these special days are observed with great respect and all these religious rituals are also performed on the campus. College also has initiatives in fighting against pollution, working for green rallies, water conservation, waste management, etc. NCC and NSS units of the college regularly observe and celebrate Swachh Bharat, World Health Day, Earth Day, No Tobacco Day, Environment Day, Yoga Day, Drug Abuse, Illicit Trafficking Day, etc.

Motivational lectures of eminent persons of the field are arranged for the all-round development of the students for their personality development and to make them responsible citizens following the national values of social and communal harmony and national integration. There is a free-of-cost weekend value education course for all, that both students and staff members can attend.

Besides academic and cultural activities, we also encourage a variety of sports activities for the physical development of the students and run a gym for fitness, In this way the institute's efforts/initiatives in providing an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic, and other diversities.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

Context

India, as a country, includes individuals with different backgrounds viz., cultural, social, economic, linguistic, and ethnic diversities governed and guided by the Constitution irrespective of caste, religion, race sex. Surendranath College sensitizes the students and the employees of the institution to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enables them to conduct as responsible citizens. To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment. These elements are inculcated in the value system of the college community.

Activities

The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The institute conducts awareness programs on the ban on

plastics, cleanliness, Swachh Bharat, etc. involving students. The college establishes policies that reflect core values. Code of conduct is prepared for students and staff, and everyone is expected to obey the conduct rules. The curriculum as provided by the affiliating University is so framed to include mandatory courses like professional ethics and human values, the constitution of India, the essence of Indian traditional Knowledge, as a small step to inculcate constitutional obligations among the students. There are always some programs to spread awareness regarding sanitation, living standards of life, and knowing one's personality.

Major Initiatives

- Observation of vigilance awareness week in collaboration with Balmer Lawrie each year.
- Conduction of regular activities by NSS and NCC units of the college to serve the society.
- Initiatives in fighting against pollution, working for green rallies, water conservation, waste management, etc.
- Observance and celebration of Swachh Bharat, World Health Day, Earth Day, No Tobacco Day, Environment Day, Yoga Day, Drug Abuse, Illicit Trafficking Day, etc.
- Active participation of NCC, NSS, and Student union in relief works of Amphan and Yash cyclones
- Motivational lectures of eminent persons for the all-round development of the students and their personality development
- Programs on gender equity,
- There is a free-of-cost weekend value education course for all, that both students and staff members can attend.
- Women Cell sincerely work for the empowerment of girl students and enlighten them about their rights

File Description	Document
Link for any other relevant information	[View Document](#)
Link for details of activities that inculcate values necessary to render students in to responsible citizens	[View Document](#)

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.

1. **The Code of Conduct is displayed on the website**
2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Response: C. 2 of the above

File Description	Document
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 Document](#)
Code of ethics policy document	[View Document](#)

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

The institution celebrates and organizes national and international commemorative days, events, and festivals. National festivals play an important role in planting the seed of Nationalism and Patriotism among the people of India. Surendranath College celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders.

The Faculty, Staff, and Students of the institution all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout. Republic day-

The institution celebrates Republic day on 26th January every year, commemorating the adoption of the Indian constitution and spreading the message that India is the largest democratic country in the world.

Independence Day is also celebrated every year on the 15th of August, parades and flag hoisting are organized and are celebrated to mark the freedom of India from British rule.

International Yoga day is celebrated on 21st June every year. The NCC unit generally organizes a yoga camp and a speech on the importance of Yoga.

Kargil Vijay Divas is celebrated on 26th July every year. All the martyrs are remembered with respect on that day.

World Music Day is celebrated on 21st June every year with musical performances by the students.

Teachers' Day is celebrated on 5th September every year. Students show respect to teachers organizing a cultural program.

Swatch Bharat Avijan is celebrated on 15th July every year and surrounding areas of the college are cleaned by the NCC cadets and NSS members

World Environment Day is celebrated every year on the 5th of June by conducting some awareness programs, quizzes, etc.

Traffic Safety Week is observed on the last week of August every year with great enthusiasm. NCC cadets help the traffic police during that time.

NSS day is celebrated on 24th September every year with various outreach programs outside the college campus.

NCC day is celebrated on the 4th Sunday of November each year with some programs or some extension activities.

Vigilance Awareness Week is celebrated in the last week of October every year

Tree Plantation Week is celebrated in generally in a week in June every year and trees are planted at nearby places

World Health Day is celebrated on 7th April every year with an awareness program on health-related issues or conducting a Health camp at slum areas

Earth Day is celebrated on 22nd April every year with some awareness programs and anti-pollution campaigns

File Description	Document
Link for any other relevant information	[View Document](#)
Link for Annual report of the celebrations and commemorative events for the last five years	[View Document](#)
Link for Geotagged photographs of some of the events	[View Document](#)

7.2 Best Practices

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

Response:

PRACTICE I

1. Title of the practice

GENDER EQUITY AND INCLUSIVENESS IN MULTILINGUAL PLATFORM

2. The context

Suendranath College is a coeducational Institute with students coming from various social backgrounds, among whom a vast number of students are first-generation learners and are both socially and economically challenged, having an almost 1:1 ratio of male and female students. Hence it is always a big challenge to bring those underprivileged students from economically weaker backgrounds into mainstream education and motivate them to pursue higher education and excel in life.

3. Objectives

To bring all the admitted underprivileged students from economically weaker backgrounds irrespective of their caste, creed, and religion into mainstream education, make them feel at home, increase their confidence level, and motivate them to pursue higher education and excel in life.

4. The Practice

The college carries out/holds/offers/encourages/conducts/ensures/addresses

- Department-specific orientation programs and student counseling sessions
- Free psychometric tests for all the students and guidance of the Students Counselling Cell
- A host of state government and other funding agencies aided scholarships and free ships with dedicated committees constituted of teachers to look after these issues
- Individual mentoring to the students
- Individual psychological counseling of all the students and the needed help through the Psychology Department of the college
- Four different language options namely English, Bengali, Urdu, and Sanskrit to its students to promote cultural exchange in a multilingual platform
- Parent-Teacher meetings in every academic session as and when required
- Remedial classes at the departmental level for weaker students
- Different religious, social, and cultural programs within the college premises and outside to generate universal brother Hood
- Placement of students in suitable positions with the help of dedicated Placement Cell of the college
- All the needs, problems, and grievances of all the students through dedicated Student welfare cell, SC, ST, Minority Cell, ICC, and Women Cell of the college, constituted of faculty members with desired student representation
- Free vaccination for all in the lockdown period
- ICC cell ensures no ragging of students on the campus
- Communicative English classes with a nominal fee to help students to resolve language problems

5. a) Problems Encountered

Wrong attitude and reluctance of some of the faculty members to change and think differently and also initially the precarious nature of some of the rural students to mix with others.

b) Resources Required

A bit of money (with a pro-student financial policy) and more empathy, sympathy, and compassion towards students are the main resources required for the implementation of this practice. The sincere devotion and commitment of all the faculty members and the office staff are also a must-have.

6. Evidence of Success

- Admission of students from the remotest locations of the state and even from other States
- Huge students (almost all deserving students) are under various Scholarship/Free ship Schemes
- Participation in various social outreach activities through NCC, NSS, individual departments
- Student representation in various sub-committees and cells

- Free Vaccination of huge number of students in pandemic period
- Individual monetary help to distressed children, promising children
- No complaint lodged to ICC so far

PRACTICE II

1. Title of the practice

STUDENT ENRICHMENT BEYOND CLASSROOM

2. The Context

Students often get bored with classroom teaching. Various enrichment programs enable students to realize their potential in a variety of settings beyond the classroom. Through such programs, students can develop a sense of self-awareness and understand their studies better. With enrichment programs that are in line with the curriculum, they can also learn how to positively grow their interests and skills to have a more robust understanding of their potential. All the enrichment initiatives strive to enrich the students' lives by introducing them to many forms of art and science fields, requiring them to use their imagination and creativity and rely upon their growing knowledge of math and technology.

3. Objectives

- To provide all students the desired exposure
- To increase the skills and Interest level of students
- To enhance the confidence and personal abilities of the students

4. The Practice

- Several free of cost value-added skill enhancement courses to develop skill, knowledge, and overall grooming of the students
- Invited talk by experts for nurturing scientific mind and broadening the knowledge base of the students
- Seminar presentation by students themselves, for improving communication skills and gaining confidence in public speaking by eliminating stage fear
- Publication of wall magazine/e-magazine/tabloid by students on regular basis for nurturing the students' creative skills
- Industry/lab/research institute/relevant place visit of the students for the desired exposure
- Several International/National Seminars arranged regularly for student enrichment
- Ensure student participation in both external and internal scientific, cultural, and social events for their holistic development
- Running of well-maintained departmental seminar library (along with the central library) with a considerable number of books (especially the costly ones) to cater both honors and general students

5. a) Problems Encountered

Wrong attitude and reluctance of some of the faculty members to change and think differently. At the early-

stage lot of students also thought this practice was a huge waste of time and energy.

b) Resources Required

A bit of money (available with a pro-student financial policy of the college authority) and more empathy, sympathy, and compassion towards students are the main resources required for the implementation of this practice. The sincere devotion and commitment of all the faculty members and the office staff are also a must-have.

6. Evidence of Success

- Active participation of students in all add-on Courses
- 100% Participation and Presentation of students in the departmental Student Seminars
- Publication of College Tabloid, Wall Magazine & E-Magazine by 17 departments of the college
- Publication of 4 books (international publisher) with student-written ~50 review articles as book chapters
- The enthusiastic participation of students in Industry visits, Laboratory Visit and field trips
- Active participation of students in various Cultural Programs
- Active participation in Competitions/Quizzes/Poster presentations with success

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PRACTICE III

1. Title of the practice

OUTREACH ACTIVITY FOR GENERAL WELLBEING OF THE SOCIETY AS A WHOLE

2. The Context

Extension activities concentrate on putting across in an understandable manner new ideas and improved technologies of practical utility to the rural, tribal, and urban privileged and underprivileged people. It enables all to use the newly acquired knowledge and skills to improve their general standard of living. It is a social science that attempts to adopt various strategies of change in the behaviour patterns of people through technological and scientific innovations for the improvement of their standard of living. The idea behind the extension work is coming together for the task of social upliftment. Extension activities make good communities better and more progressive and definitely contribute to national development.

Participants of such activities typically develop leadership and teamwork skills and become more attuned to working amongst populations of varying ethnicity or socioeconomic status. The institution itself is likely to benefit from more satisfied students, often more motivated and more likely to stay in college, as well as from better relations with potential employers, neighbouring communities, voters, state legislators, parents, and current and future alumni. Extension activity is a learning-teaching method that connects meaningful community service to academic curricula. Service-learning blends community service goals and formal and informal (standard/academic and experiential/non-standard) educational goals in a manner that benefits both the participants and recipients. Extension activities and learning is a set of techniques and tools that can strengthen community relationships and connections.

3. Objectives

- To directly help the community by the activities of NCC, NSS, Students Union, CSR of college, etc.
- To create awareness about matters like child labour, diseases, child marriage, the importance of health and hygiene, drug abuse, child trafficking, etc.
- To encourage students to participate in such activities which might help in their overall development of personality and skill
- To provide opportunities for students and community members to grow
- To generate scientific temper and social responsibility among students
- To bring all the students as global sensitive citizens
- To go with the motto "Work together, Grow together"

Thus, extension activities can arouse the social consciousness of the students by providing them opportunities to work with and among the people. It can help to develop an awareness and knowledge of social realities and also help to have a concern for the well-being of the community at large and engage in creative and constructive social action.

4. The Practice

Active NSS and NCC units of the college conduct a lot of outreach activities, for example:

- Visiting schools for creating scientific awareness
- Visiting old age homes to help
- Visiting schools for street children to help
- Organizing awareness campaigns on different health-related issues locally, arranging health camps inside the college and outside too for general health check-ups, Thalassemia detection camps, blood grouping, blood donation, etc.
- Promotion of health consciousness among slam and street children is also intended to by organizing different seminars on social work and hygiene consciousness and by distributing water bottles, stationeries, handkerchiefs, etc. among them from time to time.
- Donation and relief work to natural disaster-stricken areas is also done religiously. Distribution of old and new garments among poor people in the outskirts and in the nearby slum areas also takes place.

- Initiatives in fighting against pollution, working for green rallies, water conservation, waste management, etc. NCC and NSS regularly observe and celebrate Swachh Bharat, World Health Day, Earth Day, No Tobacco Day, Environment Day, Yoga Day, Drug Abuse, and Illicit Trafficking Day, etc.
- Organizing advanced leadership camps, speeches, debates, drawing competitions, etc. are also their routine job.

Besides all these things, there is much more to say:

- In association with the Department of Chemistry, College launched a new brand of hand sanitizer SPARSHA just before the lockdown in time of its dire need and distributed it among security,

- bank, police, and media people free of cost.
- A Psychological Counselling Cell was also formed to help the students to beat the possible stress and tension during the lockdown.
- In the lockdown period, the NCC unit also formed a special task force team **Corona Warriors** who always tried to help all people in distress providing necessary information and physical help wherever and whenever possible. During the first Corona wave student union of the college initiated a free rationing system to help the local people and during the second wave also, they were busy in delivering food at free of cost to the Covid affected local people.
- College has already signed MoUs with five colleges, some nearby and some in the outskirts for all possible knowledge and resource sharing, and currently mentoring a remote college at Sagar Island and an outskirt school. Initiatives are also there for adopting a remote village soon.
- In addition, five departments from science, humanities, and commerce are now recognized as Ph.D. awarding centers with well-equipped laboratories where external scholars can enroll themselves under the faculty members to carry out their doctoral dissertations and in three departments there are provisions for performing summer projects by students from other institutions /colleges/universities.

5. a) Problems Encountered

Wrong attitude and reluctance of some of the faculty members to change and think differently and initially some students were also there, who thought this practice as rubbish and were very reluctant to participate.

b) Resources Required

A bit of money (as sanctioned for corporate social responsibility by the college authority) and more empathy, sympathy, and compassion towards students are the main resources required for the implementation of this practice. The sincere devotion and commitment of all the faculty members and the office staff are also a must-have.

6. Evidence of Success

- Active participation in Value-Added Courses
- 100% Participation and Presentation in Student Seminar
- Publication of College Tabloid, Wall Magazine & E-Magazine by almost all the departments
- Writing of Review Project & Publication
- Enthusiastic participation in Industry & Laboratory Visit
- Active participation in various Cultural Programs
- Active participation in Competitions/Quizzes/Poster presentations with success

File Description	Document
Link for Best practices in the Institutional web site	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

The college is a 138-year-old heritage institution producing a galaxy of alumni in the long run. Since its inception, the institute has been imparting high-quality, all-inclusive education (with no discrimination based on caste, creed, or economic status) to all sections of the society and thereby nurturing the dreams of the underprivileged. Due to its convenient location (400 meters away from Sealdah station) despite standing at the heart of the city of Kolkata, it demographically attracts many first-generation learners every year from various parts of West Bengal even from the remotest villages. The college has students coming from other states too. It is an additional skill set of the faculty of the college to keep such students always motivated in their academic pursuits and help them to evolve their capabilities for the job market. Faculty members work with determination and patience to achieve this feat. Keeping in view the above objective, the Institution may not regularly get toppers across all the disciplines but is often successful in finding meritorious students from the non-creamy layer of the society and helping them to carve out a stable academic career. The multilingual platform offered by the Institution also aids significantly in achieving this objective and learners can slowly adapt and get molded into the academic ambiance of the campus. The college is above all committed to usher in socio-economic transformation by providing inclusive innovative quality education of global standards to fully meet the expectations of its stakeholders.

In keeping with the founder of the college Sir SurendranathBanerjea and the institution's vision of promoting the core values of justice, freedom, sincerity, truth, and joy, Surendranath College has always given priority to the education of underprivileged students to empower them. For this, there are active Student Welfare Cell, Student Aid Committee, Women's Cell, and SC, ST, Minority Cell; all run by teachers along with representative student members which prepare the students to get various scholarships, free ships, fee concession, etc. for providing them the opportunity for higher education. The institution put stress on outreach programs and inculcates in its students an awareness of the value of holistic education and empathy for the less privileged sections of society. Social service is also an important component for all students. Active NCC and NSS units of the college organize outreach programs for the student community. The college rallies around natural and manmade calamities and often become a collection center for relief materials. Packaging of these by the students and transportation to distribution centers is a part of the college's commitment. Value Education classes once a week for students of all years (though not mandatory) are held throughout the year to enable students to discern and make informed choices for life. Soft skills also form part of these classes.

Distinctive Features:

- The college has an effective mentoring system prevailing in all its departments for providing differentiated personalized learning to students of varying standards.
- The college takes sincere initiatives so that students of all disciplines are introduced to the modern trends of their subject through invited seminar talks by different distinct scientists of global standard.
- The college conducts tutorial and remedial classes, publishes wall magazines, e-magazines, college tabloids, encourages seminar presentations by students, arranges slab/industry visits, calls parent-teacher meetings and all the departments work together for their students' holistic development.
- With a well-maintained and updated central library, all the available e-books, and well-equipped departmental seminar libraries, the college caters to the academic needs of the students.

- The college takes sincere and timely initiatives to recruit and retain professionally qualified and motivated faculty members and non-teaching staff and provides adequate infrastructure and equipment to them.
- The college provides sophisticated laboratories, other amenities, and some sports facilities.
- The college also provides the latest teaching gadgets and ICT tools to promote the effective teaching-learning experience of the students.
- The college strives to impart holistic education to develop skills, knowledge, and values through a well-structured curriculum and offers a wide range of certificate and value-added courses to make the students easily adaptable to the modern-day world and promote entrepreneurship skills.
- The college strives for inclusive education by providing scholarships and free ships, so that deserving students are not denied any opportunity due to socio-economic constraints.
- The college has proactive NCC and NSS units that are active enough to imbibe strong social values and environmental consciousness among the students.

File Description	Document
Link for appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

Due to its convenient location (about **400 meters away from Sealdah station**) despite standing at the heart of the city of Kolkata, the college demographically attracts many first-generation learners every year from various parts of West Bengal even from the remotest villages, as well as from other states. It is an additional skill set of the faculty of the college to keep such students always motivated in their academic pursuits and help them to evolve their capabilities for employment in their respective fields.

Dedicated faculty members work with determination and patience to guide the students in a differentiated personalized manner specific for each. Though the Institution may not regularly get toppers across all the disciplines but is often successful in finding meritorious students from the non-creamy layer of the society and help them to secure a stable academic career.

The multilingual platform offered by the Institution also helps learners to slowly adapt and get amalgamated into the academic ambience of the campus.

The college regularly organizes seminars and conferences to allow the students to have an interface with the modern developments in their respective subjects. Students are also been encouraged to participate in various curricular and cocurricular events for better exposure. Under the mentoring of the faculty members, the students are engaged in undertaking projects, involved in publications of review articles and book chapters with international publishers, thereby preparing them for their research oriented endeaveours in future.

The college is above all committed to usher in socio-economic transformation by providing inclusive innovative quality education of global standards to fully meet the expectations of its stake holders.

Concluding Remarks :

The college is competently emerging as a premier higher learning institution by creating, advancing, and disseminating knowledge through value-based holistic education for a peaceful, sustainably developing humane society. The college proactively pursues its mission of educating and empowering the learners of all stratum of society, to realize and cultivate their potential through the righteous blending of knowledge, skills, and values for serving the nation and mankind. The institution is always committed to its best as per its Vision and Mission.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
2.1.1	**Average Enrolment percentage (Average of last five years)** 2.1.1.1. **Number of students admitted year-wise during last five years** Answer before DVV Verification: _table below_ Answer After DVV Verification : _table below_ 2.1.1.2. **Number of sanctioned seats year wise during last five years** Answer before DVV Verification: _table below_ Answer After DVV Verification : _table below_ Remark : DVV has made the changes as per sanctioned seats for 2016-17.
2.1.2	**Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)** 2.1.2.1. Number of actual students admitted from the reserved categories year-wise during the last five years Answer before DVV Verification: _table below_ Answer After DVV Verification : _table below_ Remark : DVV has made the changes as per EP- 2.2 for 2016-17.

2.1.1.1 Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1713	1709	2105	2487	4534

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1713	1709	2105	2487	2456

2.1.1.2 Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2456	2456	2456	2456	2456

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
2456	2456	2456	2456	2456

2.1.2.1 Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
636	604	538	689	1205

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
636	604	538	689	994

2.6.3	**Average pass percentage of Students during last five years**

2.6.3.1. **Number of final year students who passed the university examination year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1282	1770	1000	1596	1247

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1282	1708	1313	1596	1247

2.6.3.2. **Number of final year students who appeared for the university examination year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1294	1776	2160	2316	2001

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1294	1801	2225	2316	2001

Remark : DVV has made the changes as per shared final year reports by HEI.

3.4.2	**Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years**

3.4.2.1. **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
11	1	1	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

Remark : DVV has not consider shared certificate of appreciations.

3.4.3	**Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**
	3.4.3.1. **Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
10	15	25	4	1

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
5	3	0	0	0

Remark : DVV has excluded days activities.

3.4.4	**Average percentage of students participating in extension activities at 3.4.3. above during last five years**
	3.4.4.1. **Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
529	566	1217	184	44

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
278	74	0	0	0

Remark : DVV has made the changes as per metric 3.4.3

4.1.4	**Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**
	4.1.4.1. **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
58.29035	147.00998	115.71461	54.82522	110.33326

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
58.29035	13.00998	11.71461	49.82522	15.89

Remark : DVV has excluded the books and journals from shared audited statement by HEI.

4.2.4	**Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year** 4.2.4.1. Number of teachers and students using library per day over last one year Answer before DVV Verification : 454 Answer after DVV Verification: 91 Remark : DVV has made the changes as per average of teacher and students using library per day on (dates)

4.4.1	**Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)** 4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)** Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
26.46588	93.56016	53.16345	57.87918	133.60433

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
11.84	65.37	16.23	27.84	97.42

    Remark : DVV has made the changes as per considered only maintenance of assembly hall , renovation shared audited statement of Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary by HEI.

5.1.3	**Capacity building and skills enhancement initiatives taken by the institution include the following** 1. **Soft skills** 2. **Language and communication skills** 3. **Life skills (Yoga, physical fitness, health and hygiene)** 4. **ICT/computing skills**

	Answer before DVV Verification : A. All of the above

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

Remark : DVV has select B. 3 of the above as per shared report of initiatives by HEI.

5.3.1	**Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.** 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) year-wise during the last five years.** Answer before DVV Verification: Answer After DVV Verification : Remark : DVV has excluded certificates of participation.

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
01	23	12	03	03

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
01	19	06	03	00

Remark : DVV has excluded certificates of participation.

5.3.3	**Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)** 5.3.3.1. **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
78	38	19	06	07

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
41	21	11	06	04

Remark : DVV has consider one event once in a year.

6.3.4	**Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).** 6.3.4.1. **Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

	Answer before DVV Verification:				
	2020-21	2019-20	2018-19	2017-18	2016-17
	131	23	30	34	13

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
96	13	19	21	09

Remark : DVV has excluded below 5 days programs.

7.1.6	**Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:**
	1. **Green audit**
	2. **Energy audit**
	3. **Environment audit**
	4. **Clean and green campus recognitions / awards**
	5. **Beyond the campus environmental promotion activities**
	Answer before DVV Verification : A. Any 4 or all of the above
	Answer After DVV Verification: C. 2 of the above
	Remark : DVV has select C. 2 of the above as per shared report by HEI.

2.Extended Profile Deviations

ID	Extended Questions
1.3	**Number of outgoing / final year students year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1294	1776	2160	1975	1819

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1294	1801	2225	2316	2001

2.1	**Number of full time teachers year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
134	133	71	70	69

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
132	132	71	70	69

3.1	**Total number of classrooms and seminar halls** Answer before DVV Verification : 26 Answer after DVV Verification : 32