Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**SABANG SAJANIKANTA MAHAVIDYALAYA**
Name of the head of the Institution	**Dr. Tapan Kumar Dutta**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03222-248221**
Mobile no.	**7001605070**
Registered Email	**sasama1970@gmail.com**
Alternate Email	**principal.sskm18@gmail.com**
Address	**Vill-Temathani, P.O.- Lutunia, P.S.- Sabang, Dist.- Paschim Medinipur**
City/Town	**LUTUNIA SABANG**
State/UT	**West Bengal**
Pincode	**721166**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Dr. Selim Chisti**
Phone no/Alternate Phone no.	**03222248221**
Mobile no.	**9830728132**
Registered Email	**iqac.ssm@gmail.com**
Alternate Email	**principal.sskm18@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://sabangcollege.ac.in/wp-content/uploads/2020/03/AQAR-2018-19-submitted-on-14-3-2020.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://sabangcollege.ac.in/wp-content/uploads/2021/03/Academic-Calendar-2019-2020-Jan-Jun.pdfhttps://sabangcollege.ac.in/wp-content/uploads/2019/11/Academic-Calendar-2019-2020-July-December.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.51**	**2014**	**21-Feb-2014**	**20-Feb-2019**

6. Date of Establishment of IQAC	**16-Dec-2009**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Major renovation of the hostels and auditorium	15-Nov-2019 225	3215
Online students' feedback system	17-Aug-2019 319	2954
Creating E-resource repository	22-Jul-2019 344	2954
Procurement of green and white board	17-Aug-2019 319	2954
Installation of high speed internet	22-Jul-2019 344	121
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Sabang Sajanikanta Mahavidyalaya	BEUP	Government of West Bengal (MLA Lad fund)	2019 365	3450000
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**8**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Installation of high speed internet

Installation of green and white boards	
Creating Eresource repository	
Arrangement of online feedback system	
Major renovation of the hostels & auditorium	

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Installation of Interactive projectors in class rooms.	Six interactive projectors installed in six classes. The projectors helping the institution to enrich the erepository.
Bringing major renovation works in Hostels and auditorium.	Renovation works done with the help of the MLA lad fund.
Bringing the college's account entirely on digitized mode.	Non-teaching staffs received knowledge on tally, speedily brought the book keeping mechanism in digitized mode.
Creation of Online feedback system.	Online feedback system installed, students are getting access to it through website. The system gradually becoming popular amongst the students.
Creating Eresource repository/archive	Eresource repository created, students got benefitted especially during lockdown period.
Procurement of Green and White board for class rooms replacing black boards.	Procured and installed. Students got benifitted by the move
Installation of high speed Internet.	High speed Internet installed. Library, Office, Students and teacher could use free internet facility.

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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Governing Body of Sabang Sajanikanta Mahavidyalaya	01-Feb-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No

16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2020**
Date of Submission	**13-Dec-2020**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**A management information system (MIS) has been designed for the Mahavidyalaya keeping in mind the necessity of the College administration, where it can generate any report it require at a particular moment. The system is inbuilt, i.e. it has no special mention of it in any document. The website of the Mahavidyala is designed in such a fashion so that any information except the individual data of the teachers can be retrieved at any moment. The student's satisfaction survey report can be generated with help of the admin of the website. Various summarized information are available at the finger tips to make fast decision and execution. Information such as: a. Students' merit list (several lists) at the time of admission of students, current admission status for all class, admission fee summary report, detailed report on the students satisfaction survey etc. b. Categorization of students on the basis of gender, caste, differently able students, General – Honours students, students applying for Kanyasree benefits etc. c. Result of students / divisions obtained / students availing institutional concessions, stipend obtained from government, number of students asked for hostel facilities etc. d. Library books lent, reminder for last date of depositing the borrowed book, list of defaulters etc. e. Office – uptodate status of PF including interest received /salary certificate/ fee book generation etc. are readily available as and when asked by any stakeholder or the apex body of the Mahavidyalaya. These Actionable data help the administration as well as any stakeholder – right from student to Government Authorities to shape opinion**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

1. The Mahavidyalaya follows an academic calendar prepared by the Vidyasagar University. However, it plans the curriculum delivery mechanism and keeps a documentation of the same in the following manner. 2. At the beginning of the session the whole course of a semester/year is subdivided among the teachers following the strength of teachers and their specializations. Numbers of classes required to complete the course, number of days the college will remain open are assessed beforehand in the departmental meeting at the beginning of the session, and loads are distributed accordingly. Further, teachers are instructed to keep a record of the topics taught along with the date of completion and a column of 'Remark' – where the teacher will mention whether any internal assessment is taken on that topic, if yeas the average marks scored by the students. 3. When uncalled for disturbances occur in the Mahavidyalaya and as a result of those disturbances regular classes get hampered, the institution has a mechanism to deal with those unfortunate situations. In the routine, there is a provision of tutorial classes for every department; in these slots extra classes are taken to complete the course. Teachers keep a record of the tutorial classes taken in the curriculum diary as well as in the students' attendance registrar.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
00	00	Nil	00	00	00

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled

00	Nill	Nill
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Lok-Sanskriti O Lok-Sahitya Samiksa :'BIDISA' Ekti Lodha Graam	60
BSc	Limnological parameter and zooplankton community structure analysis of the pond in the Sabang college campus	17
BSc	Under development caused by physical and socio-economical condition at Dattapukur village in Purba Medinipur	10
BA	Field survey and documentation	7
[View File](#)		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	No
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Feedbacks are obtained from students and teachers through structured questionnaire and are statistically analyzed. Questionnaires are available in the website whosoever (among the students) wants to submit his/her feedback form needs to fulfill some rudimentary level of queries. The students' feedback system is an elaborate arrangement students can rank the teachers, department, administration etc. There is an option of 'suggestion' also students are asked to give their suggestion to uplift the standard of the institution. Since the online feedback system is relatively new concept for the Mahavidyalaya, it is not so popular among the students. However, it's gaining popularity day by day. The Mahavidyalaya practices feedback system in physical mode also, primarily to mitigate the limitations of the online system. The results of the feedbacks are analyzed on excel sheets with the help of different charts like bar chart pie chart etc. Cursory views are enumerated based on charts and graphs. The observations are circulated among the teachers and different bodies of the institution including governing body for future course of action.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	MTMHCC(UG)	52	93	17
BSc	CEMHCC(UG)	43	68	17
BSc	PHSHCC(UG)	34	115	6
BA	SANHCC(UG)	103	144	69
BA	PHIHCC(UG)	85	73	25
BA	PLSHCC(UG)	85	37	11
BA	HISHCC(UG)	103	87	47
BA	EDCHCC(UG)	77	265	60
BA	ENGHCC(UG)	85	151	59
BA	BNGHCC(UG)	130	376	116

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2772	182	33	Nill	15

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
87	67	100	25	1	5

[View File of ICT Tools and resources]

[View File of E-resources and techniques used]

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentor-mentee program has been started in the Mahavidyalaya during the academic session 2017-18 wherein the whole-time teaching faculties of this Mahavidyalaya were doing the job as the mentors and the students are considered as the mentee. Ever since the part time teachers got the recognition of the "State Aided College Teachers" (SACT) status, they also started to play the role of mentor in the Mahavidyalaya. Objectives i. To help the students for understanding the challenges and opportunities present in the college and develop a smooth transition to campus life. ii. To counsel academically weak students and play an important role in helping troubled students to cope with academic, extra-academic and personal problems. iii. To proactively try to identify problems of the general student populace and to bring them to the notice of the concerned authorities of the Mahavidyalaya. The practice of Mentor-Mentee program endeavors to pursue the above-mentioned objectives by guiding the students with the help of the teaching faculties who acts as a friend, philosopher and guide to them. Mentors of each department, selected by the teachers of the concerned department, he or she is given the

authority to pursue the mission of this programme. Each of them is assigned a group of students however their role is limited to counseling and motivating them to better direction. As the Mahavidyalaya suffers from huge shortage of teaching faculty the programme is in fledgling stage. Only programs like counseling, group discussions etc are taken up. Initially, only the 'honours' students are given special emphasis. However, during the academic year 2019-20 it is resolved to implement this program in a meaningful way comprising all the students and teachers. Evidence of success and impact of mentoring for college students may be fathomed from the studies of mass informal mentoring which is yet to be done as the operation of this programme at our Mahavidyalaya is at nascent stage. However, on a cursory view it may be claimed that the confidence of the students to face unforeseen obstacles have increased manifold. Resources required: A good collection of mentoring handbooks, curricula, manuals, and other resources are required for proper implementation of the program.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2954	33	1:90

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
35	33	2	4	19

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	00	Nill	00
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	1123141	3rd Semester	22/01/2020	30/07/2020
BA	1113141	3rd Semester	22/01/2020	30/07/2020
BCom	22318141	Final Year	23/07/2019	26/09/2019
BSc	22218141	Final Year	23/07/2019	26/09/2019
BA	22118141	Final Year	23/07/2019	26/09/2019
BSc	1222141	2nd Semester	16/07/2019	27/09/2019
BA	1212141	2nd Semester	16/07/2019	27/09/2019
BCom	1132141	2nd Semester	16/07/2019	27/09/2019
BSc	1122141	2nd Semester	16/07/2019	27/09/2019
BA	1121141	2nd Semester	16/07/2019	27/09/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Mahavidyalaya has very little scope to bring reforms in the CIE. However, the institution does undertake internal assessment (class test of 10 marks) of 2 tests for the honours courses and 1 test for General Degree courses for each semester. Prior intimations through notice to the classes and on notice board are given to the students. Questions are set based on the topics covered in the previous classes. After the class tests are over the questions are uploaded in the Mahavidyalaya's website. Students who fail to appear on the days of class tests are offered a second chance, provided a valid ground of absence is produced before the head of the department through written application. Results of the internal assessment are published in the departmental notice board. Students are given an opportunity to interact with the teacher in their next class to understand/correct the weak points both in terms of data and style of writing of their answer scripts. After the completion of all the tests an average marks obtained, are calculated by the respective departments and sent to the Vidyasagar University (V.U.). Other than this mechanism of CIE the institution also keeps a record of the bright and weak students based on the responses in the classes and the marks scored in the class tests. A special attention is given to these groups of students through advanced classes and elementary classes. Both types of classes are taken in the 'tutorial' slot of the routine.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Yes. However, examination dates are fixed by affiliating University. Internal examinations are taken following the guidelines of the university.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://sabangcollege.ac.in/learning-outcome-2/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
1121141	BA	BNGH	80	80	100
1121141	BA	EDCH	60	60	100
1121141	BA	ENGH	49	49	100
1121141	BA	HISH	27	27	100
1121141	BA	PHIH	19	19	100
1121141	BA	PLSH	22	22	100
1121141	BA	SANH	50	47	94
1122141	BSc	BOTH	31	31	100
1122141	BSc	CEMH	4	4	100
1122141	BSc	GEOH	10	10	100

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	00	00	0	0

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
00	00	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
00	00	00	Nill	00

No file uploaded.

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
00	00	00	00	00	Nill

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
00	Nill

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	CHEMISTRY	6	4.41
National	POLITICAL SCIENCE	1	5.6
National	BENGALI	2	6.39

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication

Commerce	1
Bengali	2
Sanskrit	1
Physiology	1
Education	1
Philosophy	2
History	1
Political Science	1

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
COVID-19 outbreak: Migration, effects on society, global environment and prevention.	Indranil Chakraborty, Prasenjit Maity	Science of the Total Environment	2020	Nill	Elsevier	Nill
Jagannath Daser Bhagbat:Purban chaliya Sahitye	Dr. Nirmal Bera	'ebongma hua	2019	Nill	K.K.Prakashan	Nill
Jatpater byakaran o Rabindra natak	Dr. Chanchal Mandal	'ebongma hua	2019	Nill	K.K.Prakashan	Nill
Jagann?t hadar?aneR athay?tr?y ??Mahattva m	Dr. Gagan Chandra Dey	Shree Ja gannathaTa ttwam	2019	Nill	Rastriya Sanskrit Sansthan	Nill
Siddh?nt akaumud?-? abdajyotsn ayo?Ajanta prakara?as thaprakriy ????Sam?k? ?	Sumanta Chowdhury	Ved?ñjal?	2019	Nill	Vaidic E ducational Society	Nill
Vaiy?kar a?anik?yeL i?gavimar? a?	Sumanta Chowdhury	?abd?r?ava	2019	Nill	Samnvay Foundation	Nill

Title	Author	Journal	Year		Publisher	
Structural studies of a water insoluble ?-glucan from Pleurotus djamor and itscytotoxic effect against PA1, ovarian carcinoma cells	P. Maity, et al	Carbohydrate Polymers	2019	Nill	Elsevier	Nill
Bioactive polysaccharides from natural sources: A review on the antitumor and immunomodulating activities.	P. Maity, et al	Biocatalysis and Agricultural Biotechnology	2019	Nill	Elsevier	Nill
Structural characterization of a heteroglycan from an edible mushroom Termitomyces heimii	P. Maity, et al	International Journal of Biological Macromolecules	2020	Nill	Elsevier	Nill
COVID-19 outbreak: Migration, effects on society, global environment and prevention.	Indranil Chakraborty, Prasenjit Maity	Science of the Total Environment	2020	Nill	Elsevier	Nill
[View File]()						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication

Comparative study of the possible lower ionosphere anomalies in VLF signal during Honshu, 2011 and Nepal, 2015	A. Samanta, et al.	Geomatrics, Natural Hazards and Risk	2019	1	Nill	Taylor Francis
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	34	41	14	Nill
Presented papers	9	13	1	Nill
[View File](#)				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
World AIDS Day	NSS Unit of Sabang Sajanikanta Mahavidyalaya	4	109
Swacchata Bharat Abhiyan	NSS Unit of Sabang Sajanikanta Mahavidyalaya	4	97
Sibling Plantation	NSS Unit of Sabang Sajanikanta Mahavidyalaya	4	48
Distribution of relief (Food items) in COVID-affected area	NCC Unit of Sabang Sajanikanta Mahavidyalaya	2	32
[View File](#)			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
00	00	00	Nill
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Distribution of relief (Food items) in COVID-affected area	NCC Unit of Sabang Sajanikanta Mahavidyalaya	Distribution of relief (Food items) to the distressed people	2	32
Swacchata Bharat Abhiyan	NSS Unit of Sabang Sajanikanta Mahavidyalaya	Campus Cleaning	4	97
International Women's Day Celebration	Womens Cell of Sabang Sajanikanta Mahavidyalaya	Gender Sensitization	2	35
AIDs Awareness	NSS Unit of Sabang Sajanikanta Mahavidyalaya	AIDs Day Celebration	4	109
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Faculty exchange	18	Own	365
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
00	00	00	Nill	Nill	00
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
00	Nill	00	Nill
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
76.48	76.48

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Newly Added
Campus Area	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Fully	19.0.5	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	29183	Nill	4549	168256	33732	168256
Reference Books	422	Nill	Nill	Nill	422	Nill
e-Books	Nill	Nill	Nill	Nill	Nill	Nill
Journals	1987	Nill	Nill	Nill	1987	Nill
Digital Database	10000	Nill	Nill	Nill	10000	Nill
e-Journals	Nill	Nill	Nill	Nill	Nill	Nill
CD & Video	20	Nill	Nill	Nill	20	Nill
Library Automation	1	Nill	Nill	Nill	1	Nill
Weeding (hard &	Nill	Nill	Nill	Nill	Nill	Nill

soft)					
Others(s pecify)	Nill	Nill	Nill	Nill	Nill	Nill

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Tapan Kr. Dutta	What is Energy? Resources and their Classification	Scribed.edu, Germany	16/01/2019
Dr. Tapan Kr. Dutta	Evolution Diversity of Life	Scribed.edu, Germany	17/01/2019
Dr. Tapan Kr. Dutta	The Tiger, Panthera tigris	Scribed.edu, Germany	18/01/2019
Dr. Tapan Kr. Dutta	Mechanism of Hormone Action	Scribed.edu, Germany	20/01/2019
Dr. Tapan Kr. Dutta	Chemical Toxicology	Scribed.edu, Germany	21/01/2019
Dr. Tapan Kr. Dutta	Microbial Taxonomy	Scribed.edu, Germany	22/01/2019
Dr. Tapan Kr. Dutta	SDS-PAGE Procedure Prepare the separating gel	Scribed.edu, Germany	22/01/2019
Dr. Tapan Kr. Dutta	Air-pollution and its control	Scribed.edu, Germany	25/01/2019
Dr. Tapan Kr. Dutta	Fertilization and its Biochemical Process	Scribed.edu, Germany	25/01/2019
Dr. Tapan Kr. Dutta	Eutrophication	Academia.edu, Germany	26/01/2019

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	66	1	10	10	0	11	20	2	0
Added	0	0	0	0	0	0	0	0	0
Total	66	1	10	10	0	11	20	2	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

60 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
What is Energy? Resources and their Classification	https://www.academia.edu/35360891/What_is_Energy_Resources_and_their_Classification
Evolution Diversity of Life	https://www.academia.edu/35360890/Evolution_Diversity_of_Life
The Tiger, Panthera tigris	https://www.academia.edu/35360889/The_Tiger_Panthera_tigris
Mechanism of Hormone Action	https://www.academia.edu/35360888/Mechanism_of_Hormone_Action
Chemical Toxicology	https://www.academia.edu/35360874/Chemical_Toxicology
Bacterial Culture	https://www.academia.edu/35360873/Bacterial_Culture
Microbial Taxonomy	https://www.academia.edu/35360872/Microbial_Taxonomy
SDS-PAGE Procedure Prepare the separating gel	https://www.academia.edu/35360871/SDS_PAGE_Procedure_Prepare_the_separating_gel
Air-pollution and its control	https://www.academia.edu/35360870/Air_pollution_and_its_control
Fertilization and its Biochemical Process	https://www.academia.edu/35360869/Fertilization_and_its_Biochemical_Process
Eutrophication	https://www.academia.edu/35360868/Part_I_M_32_Eutrophication
HARDY—WEINBERG EQUILIBRIUM : Major Influences on Gene frequencies	https://www.academia.edu/35360867/HARDY_WEINBERG_EQUILIBRIUM_Major_Influences_on_Gene_frequencies_Part_II_M_22
Oil Pollution of Water Bodies	https://www.academia.edu/35360866/Oil_Pollution_of_Water_Bodies
Paper Chromatography	https://www.academia.edu/35360865/Paper_Chromatography
APPLICATION OF REMOTE SENSING TO FISHERIES	https://www.academia.edu/35360863/APPLICATION_OF_REMOTE_SENSING_TO_FISHERIES

Principal of Fish Growth	https://www.academia.edu/35360862/Principal_of_Fish_Growth
UPWELLING and DOWNWELLING	https://www.academia.edu/35360861/UPWELLING_and_DOWNWELLING
Integrated Aquaculture and its cost benefit	https://www.academia.edu/35360860/Integrated_Aquaculture_and_its_cost_benefit
Lotic system and its characteristic features	https://www.academia.edu/35360859/Lotic_system_and_its_characteristic_features
Inland water bodies their Physicochemical characters	https://www.academia.edu/35360858/Inland_water_bodies_their_Physicochemical_characters
Impact of urbanization on biodiversity	https://www.academia.edu/35360847/Impact_of_urbanization_on_biodiversity
Extraction of soil fauna	https://www.academia.edu/35360846/Extraction_of_soil_fauna

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
18.53	18.53	12.49	12.49

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Laboratory Laboratory Stock Registrar for instruments and chemicals are maintained on regular basis to keep a record of the number of instruments and to minimise the misuse or pilferage of chemicals. The companies who supplied the instruments are communicated whenever technical snags arise in the instruments. The whole lab along with the instruments is sanitized on every 1st Saturday of month. Library The library books are kept in bookshelves dedicated to respective subject/paper/topic. Whenever new books are purchased the subject teachers physically verify them before they are tagged and catalogued. The library is going through a modification process the authority has agreed to install KOHA software for smoothening off the operation of library. The library undergoes for pest control twice a year. Book binding is done regularly as and when needed. The students are allowed to keep maximum of 2 books for a period of 15 days. If a student fails to submit the book on and before the deadline, he or she is fined for Rs. 10 for every consecutive day. Sports complex and Sports facilities The drainage system of the football ground of the college is repaired every year before the advent of Monsoon season. Weeds of the football ground, volleyball ground and hand ball ground are slashed and burned on regular basis. Sports equipments are kept in stock room under the supervision of sports-in- charge/game teacher. Gymnasium of the college is maintained under the supervision of the game teacher. A stock registered is maintained by the

game teacher for the sports equipments and gym instruments. Both sports equipments and gym instruments are cleaned and greased quarterly. Sports equipments and entry to the gym are made available to the students on the basis of their requisitions placed before the game's teacher. The bat and ball for cricket and table Tanis is maintained by the students' union of the college. Computers A stock registrar for all the computers and computer accessories purchased are maintained meticulously. The computers are repaired as and when required. Moreover, a yearly check-up of all the computers is done with the help of a local hardware service provider named "Computer World". New computers are purchased through a rigorous process of seeking requisitions from the various Departments, analysing them in Finance Sub-committee meeting, if the finance of the college permit than tenders are asked through purchase subcommittee and required items are purchased by the same committee. Classrooms The Mahavidyalaya has a big campus with 50 class rooms and 15 laboratories. Two staffs are dedicated for cleaning and keeping the class rooms in order. A strict routine of "clean all the rooms twice a month" is maintained ritually. A standing electrician is there to look after the electrical disturbances as and when brought to the authority's notice by the departments.

https://sabangcollege.ac.in/institutional-policies/

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Students Concession	251	33790
Financial Support from Other Sources			
a) National	00	Nill	0
b)International	00	Nill	0
View File

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Mentor-Mentee	01/07/2019	2954	Sabang Sajanikanta Mahavidyalaya
Yoga training	01/07/2019	37	Sabang Yoga Academy
View File

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
Nill	00	Nill	Nill	Nill	Nill

No file uploaded.

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
5	4	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
00	Nill	Nill	00	Nill	Nill
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	36	Sabang Sajanikanta Mahavidyalaya	Bengali	Vidyasagar University Sabang Sajanikanta Mahavidyalaya	M.A
2019	2	Sabang Sajanikanta Mahavidyalaya	Zoology	Jhargram College	M.Sc
2019	1	Sabang Sajanikanta Mahavidyalaya	Zoology	Midnapore City College	M.Sc
2019	3	Sabang Sajanikanta Mahavidyalaya	Zoology	Nill	B.Ed
2019	4	Sabang Sajanikanta Mahavidyalaya	Sanskrit	Sabang Sajanikanta Mahavidyalaya	M.A
2019	2	Sabang Sajanikanta Mahavidyalaya	Geography	V.U	M.A
2019	3	Sabang Sajanikanta Mahavidyalaya	Geography	M.M.T.T.I	B. Ed

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nill	Nill

No file uploaded.

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
00	00	Nill

No file uploaded.

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	Winner	Nill	Nill	Nill	Nill	Nill

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students' union of the Mahavidyalaya is actively engaged in different extracurricular activities that help in developing social, cultural, environmental, physical as well as political awareness amongst the youths. The activities of the students 'union are enlisted bellow: • The Cultural competition of the Mahavidyalaya is organized by the Students' Union every year. All the students are requested to take part in the competition an automatic screening is done through this competition for the students who will take part in the University's (VU) cultural competition. • The union publishes their annual magazine every year. A team of magazine committee is selected every year whose primary duty is to collect the writings from the students and place them before the editors' board (comprising teachers) for final selection. The magazine offers an excellent opportunity to the students to ventilate their unexplored brilliance. • The college has a history of showing good performance in Youth Parliament competition. It performed well in District level Competition as well as State Level Competition. Credit goes to the Union, right from developing the script to selection of students for the specific role, the arrangement of rehearsals, purchasing drama attires and logistical support all are done by the union. • The annual sports of the college as a grand event, where all the departments take active participation. A college football team is selected by the union with the help of the physical education teacher, just after the annual sports. The football team (students mainly comprising from hostel) undertake regular practice and perform praise worthy performance at the University level as well as at State level competition. • The union also takes active participation in selecting NCC and NSS cadets. Regular activities of the NCC and NSS like establishment of practice camp, visiting to adopted villages, organizing seminars – film shows – campus cleaning – environmental awareness in villages for NSS volunteers etc. are carried out with the help of the union. • Amongst other works the union also logistically helps the institution organizing state/national/international seminars, invited lectures, teachers' day celebration, Independence Day celebration etc. Students on academic

administrative bodies/committees of the institution: Student representatives ventilate their grievances and opine their perspectives in the meetings of the following academic administrative bodies/committees of the institution. Their representations are valued highly as they are the elected representatives/members of the students and their presence in the meetings is by virtue of their posts. 1. Governing Body of the Institution 2. Cultural – sub – Committee of the Institution 3. Games and Sports – sub – Committee of the Institution 4. Academic – sub – Committee of the Institution 5. Seminar Committee of the Institution

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

267

5.4.3 – Alumni contribution during the year (in Rupees) :

8920

5.4.4 – Meetings/activities organized by Alumni Association :

Meetings organized by Alumni Association : 04 Activities organized by Alumni Association The alumni association is still in its fledgling stage. It couldn't manage to get it registered under the "Society Registration Act" however it could manage to organize four meetings during the year. Meetings were organized to frame a strong and functional association. During the year 2019-20 the principal achievement of the association was to organize the Golden Jubilee Celebration of the Mahavidyalaya which lasted for one year. During the celebration year, starting from 26th January 2020 to 25th Jan. 2021 different programs like cultural function, seminar, lecture etc. were organized. Thousands of people including the past and present students participated in those programs.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Interactive Staff meetings such as Teachers Council, Academic –sub-Committee, finance –sub-Committee etc. functions independently in consultation with the Apex body of the College. The governing body gives importance to the decisions taken by the teachers' council as well as the sub-committees. There is a very fine-tuned balance between the authority and responsibility distributed between different layers of management.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Curriculum is developed and framed by the University. The institution does

	not have any say in it.
Teaching and Learning	New and modern methods of teaching and learning like field trips, films PPTS etc. are utilized and regular feedback from students is obtained.
Examination and Evaluation	Examinations are decided by the university including evaluation procedures.
Research and Development	Institution encourages research by allowing the teachers to conduct seminars on their pet subject. A grant of Rs. 10,000/- per department is sanctioned for the said purpose. Moreover, the institution encourages teachers to go for research projects, FDP, Publications, Paper Presentation, attending seminars, conferences and workshops.
Library, ICT and Physical Infrastructure / Instrumentation	Keeping in view the needs of the students and the course module the mentioned physical infrastructures are maintained and constantly upgraded.
Human Resource Management	Despite the scarcity of teaching as well as non-teaching staff the institution is run in task oriented and time bound manner. The college has a culture of high motivational level. Every good performance is duly recognised by the authority.
Industry Interaction / Collaboration	With respect to career counselling, exposure to Industry and placements the institution has interaction and collaboration with local corporate.
Admission of Students	Admissions are purely on merit and there is no management quota. The procedure of the admission is governed by guidelines issued by the Govt. of West Bengal and Vidyasagar University.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	Implemented
Administration	Implemented
Finance and Accounts	Implemented
Student Admission and Support	Implemented
Examination	Implemented

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended	Name of the professional body for	Amount of support

		for which financial support provided	which membership fee is provided	
Nill	00	00	00	Nill

No file uploaded.

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Nill	Training on Basic Computer Operation	12/12/2019	12/12/2019	Nill	24
2020	Workshop on Preparing e-Resources	Nill	20/01/2020	20/01/2020	47	Nill

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Programme	1	03/01/2020	23/01/2020	21
Refresher Course	1	18/11/2019	30/11/2019	13
Refresher Course	1	07/11/2019	20/11/2019	14
Faculty Development Programme	1	24/06/2020	30/06/2020	7
Faculty Development Programme	1	23/06/2020	29/06/2020	7
Faculty Development Programme	1	25/06/2020	29/06/2020	5

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time

4	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Group insurance, Employees Credit Cooperative Society, Provident Fund, Maternity leave, Paternity Leave, and Child Care Leave.	Group insurance, Festival advance payment for the declared bonus by the State Govt. Of West Bengal, Employees Credit Cooperative Society, Provident Fund, Maternity leave, Paternity Leave, and Child Care Leave.	Full-free Half-free Students scholarship, Government scholarship, Prize, Remedial classes, Students' Career Counselling advice.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Yes. Internal Audit is conducted by in-house staff and External Audit is conducted by independent External Auditor appointed by the Govt. Of West Bengal.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
00	0	00

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6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Vidyasagar University	Yes	Academic Sub-Committee of Sabang Sajanikanta Mahavidyalaya
Administrative	No	Nill	No	Nill

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Suggestions from PTA Voicing students Grievances Participation in College activities

6.5.3 – Development programmes for support staff (at least three)

Training on Basic Computer Operation Arrangement of Credit from Employees' Credit Cooperative Society Personal Counselling

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Initiation and commencement of PG courses in six subjects. 2. library automation 3. Automation of office 4. e-Resource repository. 5. Arrangement of

safe drinking water for the students and staff. 6. Promotion of hygienic sense among the students with a special emphasis on girl students. 7. Renovation of Hostels and Auditorium 8. Online feedback system

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Installation of high speed internet	22/07/2019	22/07/2019	30/06/2020	121
2019	Procurement of green and white board	17/08/2019	17/08/2019	30/06/2020	2954
2019	Creating E-resource repository	22/07/2019	22/07/2019	30/06/2020	2954
2019	Online students feedback system	17/08/2019	17/08/2019	30/06/2020	2954
2019	Major renovation of the hostels and auditorium	15/11/2019	15/11/2019	30/06/2020	3215

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Celebration of International women's day	08/03/2020	08/03/2020	22	13

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
1. Regular maintenance of the Solar Power Unit that has been installed in the

year 2017-18. 2. Plantation of siblings 3. Awareness program on environment and sustainable development. 4. Regular maintenance garbage pits and dustbins. 5. Consciousness on vermicompost and its easy production with kitchen waste. 6. Maintenance of separate pits for chemical waste originating from science departments.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Provision for lift	No	Nill
Ramp/Rails	Yes	4
Braille Software/facilities	No	Nill
Rest Rooms	Yes	4
Scribes for examination	Yes	4
Special skill development for differently abled students	No	Nill
Any other similar facility	No	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	2	2	15/12/2019	2	Vidyasagar Patha Parishad	Cultural competition and Career counselling	57
2019	1	1	01/07/2019	365	Irrigation facility	Water supply	Nill
2019	1	1	01/07/2019	365	Postal facility	Postal Service	3105

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
00	Nill	00

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
World AIDS Day	01/12/2019	01/12/2019	109

Celebration			
Celebration of Womens Day	08/03/2020	08/03/2020	35
Yoga training	01/07/2019	30/06/2020	22
[View File](#)			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

? Reduction/ elimination in usage of plastic items ? Reduction in usage of paper ? Tree plantation ? Smoking free campus ? Swacchata Abhiyan

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 e-Resource Repository and Real-Time e-Class Room Program Context It is observed that the tele-density of the rural Medinipur is around 95, and nearly 80 of the students use android cell phone. Given the ground reality, a thought was going for some time to introduce an e-resource repository for the students who anyway use android phone. The idea saw the day's light during January, 2020. During the Covid pandemic induced lockdown the normal teaching learning process got stalled, the IQAC of the Mahavidyalaya set on to search for an alternative way out to pass on the regular classes to the students at their study rooms. A concept of real-time e-class room was hatched during an IQAC meeting on April 2020. Objectives The objectives of the program may be enumerated as bellow: ? To provide a ready study materials to the students via e-platform. ? To provide a platform to the students to access the Institutional as well as other sources of e-resources. ? To make available the class notes at the fingertips of the students. ? To offer the ready arrangement of free e-book link. ? To supply the PPT materials for ready reference. ? Real-time e-class room was introduced to continue with the regular teaching learning process. ? To mitigate the loss of study period that already inflicted upon the students by the lockdown and subsequent closure. The Practice The program of e-repository helps the students to complete the past backlog lessons. The program becomes more useful to the students who fail to attend the college on a regular basis. It not only provides the e-resources prepared by the teachers of the Mahavidyalaya but also the resources prepared by various experts. In this way they get the exposure to the other eminent people/Institutions. The program of e-repository offers an opportunity of study 'wherever and whenever' you like. It helped immensely during the lockdown, by offering link of free e-book students could easily use an alternative library. The covid-19 pandemic could not hamper the regular classes of the Institution for a long time. The Institution came up with an idea of real-time e-class room from the 1st week of May, 2020. It could easily lessen the loss of study period inflicted by covid-19 pandemic. Obstacles faced The e-resource repository was a concept hatched way back in 2018 but, due to lack of popularity among the teachers it could not be launched. Even the students have very little familiarity with this kind of concept. It took 2 training programs on "basic computer knowledge" for teachers to start the program. So far as the "Real-time e-class" is concerned, it became instant popular to the students. Each department had to organize an online meeting to aware the students regarding the nitty-gritty of the program. Evidence of success Students are using the e-resource repository and teachers are improving it on a daily basis. The class notes and the quality materials from different sources are put in Google class room. The Real-time e-class room has become very popular among the honours' students the general students are also catching up. Resources /Programs required The program was launched with the internal sources of fund. First the IT technician of the Mahavidyalaya was called and the requirements of the college were described to him. He came up with a detailed program along with a

plan to upgrade the website of the college. An online routine is set with the program students directly get into the class through the said routine. Initially there was no option of attendance but gradually the option of attendance was also introduced. Altogether an internal fund of nearly Rs. 1, 00,000 had to coughed up for the two parts of the program at several go. Best Practice 2 Online Feedback System Context The great quote by a business pundit goes like, "A customer talking about their experience with you is worth ten times that which you write or say about yourself." This is a quote for a service provider, which suggests listening to its customers (service receiver). Though the students are not customers and they don't buy education from any institution, nevertheless, the concept of providing service is very much present in our work also (i.e. delivery of education). This is the driving force behind the arrangement of full-scale online feedback system for the students. This concept was operational on offline mode for some years following the NAAC's latest guideline the online mode is adopted. The institution believes that the program give an excellent opportunity to develop it, based on the departmental as well as individual teacher's performance indicated by the feedback analysis. Objectives The objectives of the program may be spelt out in the following manner: ? To provide an opportunity to the students to grade their teachers as well as department. ? To uphold the students' requirement at the top of the institution's list of mottos. ? To provide an excellent opportunity to the teachers and the management to improve themselves constantly. ? To offer a managerial tool to the apex body (the governing body of the Mahavidyalaya) to take appropriate steps to improve the standard of the institution. The Practice The feedback system is given utmost importance it is displayed at the homepage of the Mahavidyalaya's website. The user friendly 'students' satisfaction survey' covers five important areas that affect a student's college life. The students rank the course offered to them on a five point scale, they also evaluate whether it has relevance to real life, whether books are available in the library etc. The students also rank the teachers understanding their level of depth on the subject, communication skill, sincerity, ability to connect with other field of academics, accessibility etc. The students also evaluate the performance of the management based on the functioning of different bodies starting from the anti-ragging cell to the IQAC of the Mahavidyalaya. The students also grade the available support facilities provided to them by the college. All the online data are analyzed with the help of a management information system (MIS) which has a inbuilt program of excel sheet. The MIS provides instant bar chart, pie chart and other graphical representations. The Mahavidyalaya publishes its report on students' satisfaction survey on semester basis. The IQAC and the GB of the Mahavidyalaya takes feasible steps to correct the course. Obstacles faced The students took nearly two years to get accustomed with the system. Till today it's not a very favorable medium to the students as result the offline feedback forms are also accepted. The system demanded another up-gradation in the website and separate system altogether to analyze the results. Evidence of success The students of the PG and the honors are using the program, responding frequently. Whatever may be the number of respondents, the result offers the Mahavidyalaya to understand the trend. It gives glimpses of the performances of different departments and their teachers. The institutional weakness and strengths are identified and appropriate steps are taken. IQAC highly value the results of the feedback program. Resources /programs required The college could arrange the required budget to establish and run the program from its internal source. However, to run it effectively the institution needs to hire a professional data analytic house. To analyze the data with statistically significant results rather than the cursory views based on simple tables and charts, the intuition is planning to take the help of a professional house.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your

https://sabangcollege.ac.in/institutional-best-practices/

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The Mahavidyalaya rears its vision of imparting higher education to the rural folks with utmost sincerity. And, for that purpose, it undertakes every possible step. The institution believes that formal education transforms pupils into an employable workforce but to make the education joyful we need to promote such a culture which makes the larger society responsible towards acquiring knowledge. The great social activist Martin Luther King once said, "The function of education is to teach one to think intensively and to think critically. Intelligence plus character – that is the goal of true education." Critical thinking increases with the practice of creative writing, performing different art forms and participating in competition of performing arts at a very tender age. Keeping in mind this long term view, the institution started an organization named "Vidyasagar Patha Parisad" way back in early 1970s. The aim of the organization is to inculcate the practice of participating in different art forms, starting form creative writing to singing. It targets the tender minds of the locality requests the surrounding primary as well as high schools to participate in the competition organized by the Patha Parisad. The organization publishes a magazine named "Janapadi" which gives an excellent opportunity to the school students and the creative people of the locality.

Provide the weblink of the institution

https://sabangcollege.ac.in/institutional-distinctiveness/

8.Future Plans of Actions for Next Academic Year

Some major plans were taken into consideration for execution in the next academic year. These are - Construction of overhead water tank and supply of piped tap water Introduction of new Honours subjects Introduction of Central Instrumentation laboratory Introduction of Online Appraisal System and Introduction of Vocational Courses.