



## YEARLY STATUS REPORT - 2022-2023

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	Udaynarayanpur Madhabilata Mahavidyalaya
• Name of the Head of the institution	Dr. Arabinda Ghosh
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03214291061
• Mobile no	9434543278
• Registered e-mail	principalumm@gmail.com
• Alternate e-mail	ghabrnp33@gmail.com
• Address	P.O-Jangalpara, Udaynarayanpur, Dist- Howrah
• City/Town	Udaynarayanpur
• State/UT	West Bengal
• Pin Code	711226
<b>2.Institutional status</b>	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	University of Calcutta				
• Name of the IQAC Coordinator	Dr. Sreemoyee Banerjee				
• Phone No.	03214291061				
• Alternate phone No.	8017724912				
• Mobile	9477038718				
• IQAC e-mail address	iqac@udaynarayanpurmahavidyalaya.org				
• Alternate Email address	iqacumm@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="http://udaynarayanpurmahavidyalaya.org/doc/AQAR%202021-2022.pdf">http://udaynarayanpurmahavidyalaya.org/doc/AQAR%202021-2022.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://udaynarayanpurmahavidyalaya.org/doc/ACADEMIC%20%20CALENDAR%202022-23%20(2).pdf">http://udaynarayanpurmahavidyalaya.org/doc/ACADEMIC%20%20CALENDAR%202022-23%20(2).pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.54	2016	16/09/2016	15/09/2021
<b>6.Date of Establishment of IQAC</b>			16/07/2014		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
West Bengal Government	Salary	Higher Education Department	2022 365 days	3378384.00	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		

<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>
<b>9.No. of IQAC meetings held during the year</b>	<b>7</b>
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
1. Introduction of new add on courses	
2. Series of Gender Awareness programmes and workshops.	
3. Enhancement of library technologies.	
4. Upgradation of physical facilities of the college.	
5. Strengthening of departmental activities of Music and Yoga for the holistic development.	
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>	

Plan of Action	Achievements/Outcomes
To improve holistic development of the students.	Books on IKS have been purchased in library
To improve library mechanism	KOHA, N-List subscription have been added in library
To give more focus on making students responsible citizens	Students participated in Youth Parliament, organised Voter's Day, attended seminars on Human Rights
To foster research ambience in college	Books have been published with ISBN

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	24/06/2023

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2022-2023	03/04/2024

**15. Multidisciplinary / interdisciplinary**

The affiliating University has introduced curriculum and Credit Framework (CCF) 2022 under NEP from 2023-24 academic session. Since UdaynarayanpurMadhabilataMahavidyalaya is affiliated under University of Calcutta, CCF 2022 has been introduced in this college also from the current session. Under this framework there is a course, entitled 'Multidisciplinary Course (MDC)' of three years duration along with four-year 'Honours Course'. In the MDC there is scope for exit after 1 year and 2 years. 'Academic Committee' and 'Admission Committee' of this college have prepared 33 different combinations of three subjects with subjects selected from 'Humanities', 'Science' and 'Home Science' disciplines. In this selection process, University guidelines are followed to allow opportunities and choice of MDC to the students. College authority and faculty members are well prepared to provide this option under

NEP 2020

**16.Academic bank of credits (ABC):**

The University of Calcutta has decided to introduce ABC for the students from the current session. A training programme has already been organised by the University on 6th October, 2023 with delegates from the affiliating colleges. Two representatives from this college attended the training. From this well-organised programme it is learnt that there are portals like 'Digilocker Portal', 'ABC Portal' and 'NAD Portal'. Students could sign in to these portals and an ABC Id could be created by selecting their institution. There will be an ABC account which acts as a credit repository. It is expected that a guideline will be issued by the university shortly. As soon as it is received, the college authority will begin the process of creating ABC Id for each student accordingly.

**17.Skill development:**

In the framework of 'Choice Based Credit System' (CBCS), as introduced from 2018, of University of Calcutta, there are 'Skill Enhancement Courses (SEC) in every programme. It helps all students to develop their skills in various fields of study. Besides the above, 'Spoken English Course' is being taught in the institution since 2018. It enhances students' skills in communicative English and works towards their personality development and job preparedness. Under the CCF 2022, MDC has compulsory 'internship' course. It would be necessary to aid in skill development of the students. These courses will be selected with a view to prepare for jobs as is envisaged in the NEP.

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

IKS is embedded in the course structure of the institution. Medium of instruction is mostly the local language. In most of the subjects that are taught in the college, except 'English', teachers deliver their lectures in 'Bengali' as both teachers and students could freely interact in the mother tongue. The syllabus of some subjects, like Philosophy, Sanskrit, Bengali, Music, and History, are rich in topics on Indian culture and heritage. Students practise 'Yoga' as part of their syllabus in 'Physical Education' subject. Celebrations of customs, traditions and festivals, such as 'BasantoUtsav' and 'RakhiBandhan', that reflect vibrant Indian culture are organised in the college. Commemoration of the Birth Anniversaries of Indian poets and thinkers are also organised in the college to make the students aware of Indian traditions and culture. As part of the preparedness of NEP, the institution will henceforth emphasize and

encourage such activities which incorporate IKS in teaching-learning processes.

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

NEP 2020 suggests that education in HEIs should lead to outcomes. College authority also believes that learners should achieve adequate knowledge in all subjects and also the communicative skills to express clearly what they learn. Course outcomes and programme outcomes should have bearing upon the ability of the learners to stand on their own feet, capacity to earn, and ability to learn skills for employability. CCF 2022 ushers in the opportunity to have positive outcomes of education. Our focus is to provide scopes of 'internship courses' to train students in necessary skills for employability and choose such combinations under MDC which they could utilise in future life. Four-year Honours course also opens up the opportunity of research activities by the students. The college authority shall try to upgrade its laboratories and library for facilitating research works.

#### 20.Distance education/online education:

For affiliating institutions there is scope for 'Online Education'. During lockdown the institution adopted various online methods to take classes. Teachers used online platforms like Google Meet, Zoom, Cisco Webex, Microsoft Team Meeting, etc. And several online tools like Mentimeter, Testmoz, Quizz, Google Classroom, Google Form, etc. Some teachers have their own websites for academic instruction. Moreover, 'Spoken English Course' was conducted through online modes in 2020-21 & 2021-22.

### Extended Profile

#### 1.Programme

1.1 11

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

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

#### 2.Student

2.1 1656

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2

404

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

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

2.3

421

Number of outgoing/ final year students during the year

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

### 3.Academic

3.1

18

Number of full time teachers during the year

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

3.2

18

Number of sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1	<b>11</b>
Number of courses offered by the institution across all programs during the year	

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

### 2. Student

2.1	<b>1656</b>
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	<b>404</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

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

2.3	<b>421</b>
Number of outgoing/ final year students during the year	

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

### 3. Academic

3.1	<b>18</b>
Number of full time teachers during the year	

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



3.2	18
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	17
Total number of Classrooms and Seminar halls	
4.2	54.04
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	14
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The Annual Academic Calendar is prepared according to the University calendar prior to the commencement of the academic year, specifying admission schedule, date of commencement of classes, evaluation schedules, publication of results etc, and it is published in the college prospectus.

Meetings are held in each department to discuss the course distribution and teaching plan prior to the commencement of a new academic session. It is also uploaded in the college website.

Theory and Practical classes are held according to the Time-Table prepared by the Routine Committee. It is uploaded in the college website and also displayed on students' and educators' Notice Board.

The college provides internet facility and modern teaching aids like LCD projectors, Virtual classroom run by Admitek Genius

software to facilitate innovative teaching-learning and keep the students engaged.

Experiential learning, participative learning, and problem-solving methods are used for effective curriculum delivery.

Seminars, webinars, workshops/ e-workshops, group discussions, students' seminars, educational tours, wall-magazines, field trips are also organised

The college has also subscribed to the N-LIST,

All examinations including internals are conducted according to the University examination schedule.

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

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

Academic calendar is an integral part of our institution. We sincerely have made the calendar for every academic session. University of Calcutta had prepared the core calendar and after that several departments and their fellow faculty members of our college modified it in their own suitable way. We distribute the modified calendar to every students of our institution before the commencement of the Academic Session via our college website. Primarily we follow the examination procedure based on the university instruction. But we maintain the progress record of each student by following our academic plan. Firstly the orientation is done before each semester. Then comes the distribution of lesson plans among the students. After that, the teaching learning flows in its own way. Before commencement of the examination, we do a parent-teacher meet regarding the students' academics, attendance record, behavioural parts etc. Then they go through the examination part (Internal and Tutorial). All the teachers try to solve every single doubt and correct their problems thoroughly. Thus the Continuous Internal Evaluation comes to the completion.

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

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

**C. Any 2 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

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

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

11

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Add on /Certificate programs offered during the year**

**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data**

**requirement for year: (As per Data Template)**

2

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

33

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

**1.3 - Curriculum Enrichment**

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

We have different issues relevant to Professional Ethics, Gender, Human Values, environment and sustainability into the curriculum. There is a compulsory course for 2nd semester students on Environmental Science offered by the University of Calcutta. To inculcate said issues among the students, different cells of the college along with IQAC, conducted some programmes during this academic year.

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

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

2

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

473

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

## 1.4 - Feedback System

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

**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="http://udaynarayanpurmahavidyalaya.org/doc/Stidents%20Feedback%20Report%202022-2023.pdf">http://udaynarayanpurmahavidyalaya.org/doc/Stidents%20Feedback%20Report%202022-2023.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

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

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="http://udaynarayanpurmahavidyalaya.org/doc/Stidents%20Feedback%20Report%202022-2023.pdf">http://udaynarayanpurmahavidyalaya.org/doc/Stidents%20Feedback%20Report%202022-2023.pdf</a>

### TEACHING-LEARNING AND EVALUATION

#### 2.1 - Student Enrollment and Profile

##### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of students admitted during the year

735

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

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

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

236

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

## 2.2 - Catering to Student Diversity

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

Special attention is given to the students in the classes, who are identified as the weaker students. Doubts and personal difficulties regarding the subject are solved in the classes. In the start of the session fundamentals are taught for the better understanding of the subject. Concepts which could not be grasped easily are repeated in consequent classes. Extra classes are conducted for the full coverage of the syllabus where the involvement of the students is ensured which results in the interactive teaching- learning process. Advanced learners are motivated to strive for higher goals. They are provided with additional inputs for better career planning and growth like: Different departments organise student seminars, group discussions, wall magazines, on selected topics, technical quizzes to develop analytical and problem solving abilities in them and thereby to improve their presentation skills. Encouraging them with extra care to obtain University ranks. Use of Proctors in Teaching Learning Process: Advanced learners are encouraged to become proctors. Proctors are the advanced students of the class who help other students to learn.

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

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

Number of Students	Number of Teachers
1656	18

File Description	Documents
Any additional information	No File Uploaded

### 2.3 - Teaching- Learning Process

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

Experiential learning is promoted through: Summing -up of class-lectures by students Completing assignments/ projects[Department of Geography, English, Education and Political Science etc.] Undertaking field-survey and project-work [Department of Geography, Environment etc.] Analysis of experiments after practical classes [Department of Geography, Science etc.] Discussing a video clip/ performance after watching it [ Social studies and humanity] Evaluating films shown for the purpose of classroom teaching or promotion of awareness[ humanity departments Participative learning is done in the following ways:- Inter College Youth parliament debate Inter college Quiz Competition Various Cultural programmes such as Fresher's Welcome, Celebration of Teachers' day, Saraswati Puja, Annual Social Programme, Basantautsav, RabindraJayanti and organisation of Blood Donation Camp etc. Sports activities and competitions Extension activities such as NSS Preparing Charts/ posters Publication of departmental wall magazines and annual college magazine Problem-solving learning is used in the following ways:- Inviting students to solve a problem which involves critical thinking [Department of Geography, Philosophy( Logic),

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

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

To facilitate teaching- learning process, the college makes use of ICT. The college faculty uses audio-visual aids like use of smart classrooms and projectors in teaching. The college provides internet facilities to all students and teachers for acquiring advanced knowledge and skill.The teachers took classes via different online platforms like whatsapp group, google meet, zoom etc. during the pandemic period. They also took tests using



testmoz, quizz, google forms, mentimetre etc. The college also provide an youtube channel where important lectures and discussions have been uploaded for the benefit of the students. This year also onliclasses were held when required.. So the ICT techniques both in online and offline modes helped to accelerate the teaching learning process.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

#### 2.3.3.1 - Number of mentors

17

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

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

18

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

#### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

5

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	No File Uploaded

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

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

105

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

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college strictly adheres to the University's prescribed rule regarding holding of internal assessment. Short answer type questions are preferred in Internal Assessment to eliminate subjectivity of evaluation. Also utmost care is taken to avoid leniency. Evaluated scripts are shown to students to make them aware of their lapses. Teacher-examiners discuss the errors and justify the score in the class to ensure that the students find the evaluation unbiased and transparent. Students are thus given scope to be satisfied that their answer scripts have been properly evaluated and they can interact with the teachers in case they

have any point of disagreement. The parents are informed if the performance of a student is very poor. Various academic programmes like Quiz competitions, essay writing and current affairs competitions are organised in which students are assessed. Collaborating group work, field work, excursion reports and students' presentations have been made an essential part of most courses. Project work is also increasing a part of most courses like Geography, Education, History, Political Science etc. In University Practical examination, help of subject experts from other colleges are taken for the sake of transparency

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

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

At the college- level, the students are provided with correct answerscripts by the relevant faculty members. The doubt and enquiries of the students regarding the pattern of optimal answers are clarified by the examiners. If there is any tabulation related error in the assessment, corrections are duly made by the examiners and the corrected marks are officially posted against the name of the concerned student. The parent-teacher meeting is a regular phenomenon for the First year students. If there is a marked discrepancy between class performance and performance in examination of a student, teachers consider it to be their responsibility to identify the cause behind such discrepancy. As regards external examination, the students appear in examination at a venue other than their college. The answer scripts bear code marks to maintain confidentiality of evaluation and examiners other than the teachers of their college evaluate the scripts within a given time frame. After the publication of results the students can apply for review. The college gives widepublicity to the dateand processes of applying for the review and the FSI. A student can also file RTI regarding his/her scripts. There is a clear notificationregarding RTI in the college website.

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

## 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.

Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to the teachers and the students. Mechanism of communication of course outcomes are decided in the Academic Sub Committee meeting conducted by the Head of the Departments. These are posted in the college website, college notice board and intimated to the students in the class room.

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

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

Attainment of programme outcomes, programme specific outcomes and course outcomes are duly evaluated by the institution. One of the methods that our college follows while doing so is the assessment of teaching-learning on the basis of student feedback system. Our college has a grievance Redressal Cell, where the students can also place their problems at any point of time while studying. Parent teacher meeting is organised by individual departments. The institution keeps a record of a programme outcome achievement. Organising class-tests and quizzes, seminars, webinars, workshops etc are parts of the improvement scheme. In order to achieve programme outcomes, some departments of the college hold interview to ensure quality of students enrolled and for a better pass percentage as well as reputation of the college. The IQAC of the college publishes an overall academic report, which is displayed on the college website as part of the mechanism of communication which states the level of attainment of programme outcomes.

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

### 2.6.3 - Pass percentage of Students during the year

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

300

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

### 2.7 - Student Satisfaction Survey

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

[Nil](#)

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

#### 3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

##### 3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

### 3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

#### 3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

## 3.2 - Innovation Ecosystem

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

Udaynarayanpur Madhabilata Mahavidyalaya has fostered a dynamic ecosystem for research, innovation, and promotion of the Indian

Knowledge System (IKS). With many students from Bengali-medium backgrounds, the institution ensures inclusive learning by delivering lectures in Bengali, supplemented by English. Courses emphasize subjects like Bengali, Sanskrit, Indian Philosophy, and Indian literary translations, while the Music Department nurtures Indian performing arts. Physical Education promotes traditional knowledge through yoga. Cultural traditions are honored through celebrations such as Rabindra Jayanti and other commemorations of poets and thinkers, immersing students in Indian culture.

The college promotes research by encouraging faculty to publish papers and pursue research projects. It has hosted webinars, including one on "Intellectual Property Rights: Issues and Opportunities" (June 12, 2023), and plans to establish an IPR cell. The institution supports hybrid learning, offers N-LIST access, and has obtained ISBNs for several books published by faculty. These include Gendered Interrogations: Narratives of Students from Rural Howrah and Sangeet Sadhana: Tattva o Prayog. Alumni with entrepreneurial success in arts, media, and education regularly engage with current students to inspire them. Additionally, value-added courses in GIS and Spoken English equip students with professional skills, fostering personal growth and community service.

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

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

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

11

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

#### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

4

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

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

##### 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 year

9

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



### 3.4 - 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 year

During the academic year 2022-23, Udaynarayanpur Madhabilata Mahavidyalaya's NSS unit conducted four significant activities. These included an awareness rally on safe driving and road safety, tree plantation drives, a plastic ban awareness campaign, and a diet and health survey. A total of 39 teachers and 306 students actively participated in these initiatives. Of the four activities, three were organized on the college premises, highlighting the institution's commitment to environmental and social issues. The diet and health survey was a collaborative effort between the NSS unit and the Food and Nutrition department, specifically targeting the college campus community. Through these activities, the college aimed to foster awareness, environmental responsibility, and a culture of health and safety among students and staff, making a lasting impact on both the campus and the surrounding community.

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

**3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

**3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

7

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

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

community and NGOs ) during the year

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

4

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

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

**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 year**

306

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

**3.5 - Collaboration**

**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year**

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

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

1

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

Udaynarayanpur Madhabilata Mahavidyalaya places teaching-learning at the core of its academic mission. The institution has 18 spacious classrooms, employing a blend of traditional chalk-and-talk methods along with digital teaching techniques. Three classrooms are equipped with ICT facilities, including overhead LCD projectors and sound systems. Additionally, a virtual classroom powered by Admitek Genius software enhances interactive learning. The college offers four well-equipped laboratories supporting practical learning in Physics, Chemistry, Geography, and Food & Nutrition. Its library holds 9,263 purchased books and 128 donated volumes, with dedicated reading rooms for students and faculty. Located in a rural area, where power interruptions are

frequent, the institution ensures uninterrupted classes through a 30 KV generator, providing reliable power backup for smooth academic operations.

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

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

Udaynarayanpur Madhabilata Mahavidyalaya is renowned for its significant contributions to the cultural domain. The Cultural Committee organizes an Annual Cultural Competition to engage students in various activities. Events such as College Foundation Day, Rabindra Jayanti, and Basanta Utsav are celebrated under the joint supervision of the Cultural Committee and the Department of Music, fostering artistic expression. Established in 2010, the Music Department integrates cultural activities with academics, offering students access to instruments like Khol, Pakhawaj, Tabla, Tanpura (electronic and acoustic), and Harmonium for regular practice. The Department of Physical Education, founded in 2011, promotes sports and fitness through activities like athletics, volleyball, cricket, football, and kabaddi. A playground (100 x 55 sq. meters) supports outdoor sports, while a Mini Indoor Games Hall (30 x 21.5 sq. feet) facilitates yoga and gymnastics. The college encourages participation in inter-college competitions, where students have excelled. Additionally, teachers mentor students in quizzes, debates, and other competitions. A highlight of the college's sports legacy was hosting the District Level Inter-College Sports & Games Championship in 2018-19, organized under the Education Directorate, Government of West Bengal, from 28th to 31st January 2019.

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

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

4

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

14.02063

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

## 4.2 - Library as a Learning Resource

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

The college library, established alongside the institution, is enriched and well-furnished. Initially operating with a manual system, the library began its automation journey to meet modern requirements. In 2016, customized library management software developed by ADNI (Version 09.00.4035) was installed. In 2020, the library upgraded to KOHA (Version 18.11.10.000), an open-source, Linux-based Integrated Library Management System (ILMS) customized by the Bengal Library Association (BIA). KOHA offers fully automated services with 24/7 access and continuous OPAC search,

enhancing accessibility for students, faculty, and staff.

The ILMS integrates essential library functions like circulation, acquisition, and cataloging, ensuring efficient management. The library also subscribes to N-LIST, providing access to a vast database of e-books, e-journals, and scholarly articles through the e-ShodhSindhu Consortium, INFLIBNET, and IIT Delhi. It houses 9,263 purchased books and 128 donated volumes, with Rs. 2,05,537 spent on new books in the 2022-2023 academic year. Students receive two cards—Lending Cards for borrowing books for home use and Reference Cards for accessing books in the library reading room. Separate reading rooms for students and faculty ensure a conducive environment, with an average daily footfall of 33 during 2022-2023.

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

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** D. Any 1 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

211437

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

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

150

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

#### 4.3 - IT Infrastructure

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

The college is equipped with internet facilities and has upgraded its IT infrastructure over time to meet academic and administrative needs. Computerization of accounts and administrative functions has been maintained for several years. Following the First Cycle of NAAC, the college emphasized enhancing its IT infrastructure. The number of computers has steadily increased, interconnected through LAN with stable internet access. There are three smart classrooms with LCD projectors and sound systems, along with a virtual classroom powered by Admitek Genius software. A Digital Notice Board and CCTV surveillance across the campus have been operational since 2017-18. The institution now offers 10 printers and two photocopy machines—one in the office and one in the library—providing students with subsidized photocopying services. Wi-Fi installation began in 2017-18, initially offering 10 Mbps, upgraded to 25 Mbps in 2019-20, and now running at 120 Mbps with password-protected access through three wireless points. The fully automated library, powered by KOHA (Version 18.11.10.000), ensures open access via an in-house OPAC system.

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

#### 4.3.2 - Number of Computers

20

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

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

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

5.77033

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>



4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college has well-established systems and procedures for maintaining and utilizing its physical, academic, and support facilities, including laboratories, library, sports complex, computers, and classrooms. A dedicated maintenance committee oversees the upkeep of these facilities to ensure smooth functioning. Laboratories are managed by department heads, with regular inspections and calibration of equipment. The library follows structured protocols for cataloging, lending, and returning books, with automated services through KOHA software and access to e-resources via N-LIST. Classrooms and smart classrooms are maintained regularly, with ICT tools monitored by technical staff. The sports complex and playground are supervised by the Department of Physical Education, encouraging students' participation in various activities. Computer systems are interconnected through LAN, with IT infrastructure and internet services upgraded periodically to meet institutional needs. Routine inspections, annual maintenance contracts (AMC), and prompt repairs ensure all facilities remain functional and accessible.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

1322

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

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

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

143

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

### 5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

File Description	Documents
Link to Institutional website	<a href="#">z</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

74

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

74

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

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

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

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	No File Uploaded

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

22

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

2

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

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

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

1

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

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

The institution actively encourages students' participation in administrative, co-curricular, and extracurricular activities to foster leadership and holistic development. A Student Council, formed through transparent procedures, serves as a vital platform for students to voice their opinions and engage in decision-making processes. Students are also represented on various institutional committees, such as the Internal Quality Assurance Cell (IQAC) and Anti-Ragging Committee, ensuring their involvement in governance and policy formation.

Beyond administration, students contribute significantly to organizing events like cultural festivals, sports activities, and academic seminars, enhancing their teamwork and management skills. They are encouraged to participate in clubs, NSS, NCC, and extension activities, promoting community service and social responsibility. These platforms nurture students' leadership potential and provide hands-on learning experiences beyond academics. The institution's inclusive approach ensures that students remain actively engaged, making them stakeholders in its growth and success while preparing them for future professional and societal roles.

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

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

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

4

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

## 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

The institution established its Alumni Association on 22nd August 2023, comprising graduates from various batches who completed their courses successfully. Governed by a seven-member Executive Committee—including the President, Vice-President, Secretary, Assistant Secretary, Cashier, and two members—the association currently has 52 members. The primary aim of the association is to support institutional development through financial or other contributions. A reunion of alumni and ex-students is planned to expand membership and foster discussions on issues affecting current students and the teaching-learning process. This engagement will promote the college's progress and development. A key focus of the Alumni Association is to share success stories, providing inspiration and career guidance to current students. The institution's practice of inviting alumni to discuss career

opportunities will now be formalized through this platform. Although financial contributions are yet to be explored, the association is expected to become a valuable resource, supporting the institution's initiatives and goals in the future.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

**VISION** Fulfilling the dreams and aspirations of higher education of the youth, especially girls, by inculcating in them the knowledge and skills necessary for further academic progress and for employment. **MISSION** To provide the students with adequate infrastructural facilities and learning resources, including classrooms, laboratories, toilets, booksetc., and to promote the Gross Enrolment ratio (GER) and the teaching-learning process in the college. To introduce subjects and courses commensurate with the need and demand of the locality, the capacity and infrastructure of the college, and the profile of the students. To provide qualityteaching in a friendly and healthy environment. To review the progress through various mechanisms including evaluation of learning outcome, self-evaluation of the faculty, and collection of feedback from the students and the guardians. To ensure that the college governing body, which acts as highestadministrative authority, is formed as per rules of the West Bengal Universities and Colleges (Administration and Regulation) Act, 2017 where adequate representation of teachers, non-teachingstaff and students are guaranteed. To ensure that all decisions related to teaching, learning, evaluation, extra-curricular activities, etc. for the students are to be taken on

the basis of the recommendations and suggestions of the teachers' council and teachers' committees.

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

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

A classic example of decentralisation and participative management is conducting the huge task of admission of new students to the undergraduate course. In the 1st step Principal advises teachers' council to form an admission committee with representatives from all departments, non-teaching staff and students with Principal as chairman. The admission committee takes up all issues for admission on the basis of the guidelines of UGC, state government and affiliating University. Recommendations in this regard, if there is any, are then placed before the governing body (GB) of the college for approval and finalisation. After specific rules and procedures for admission are finalised in the GB. Details of admission programme, classification and division of duties among the staff are prepared by the admission committee. The prospectus committee then prepares the college prospectus and website committee the college website. The prospectus committee and the website committee are comprised of the members of teaching and non-teaching staff. Since 2020, due to the pandemic situation, counselling and admission procedure was held through online mode. A group of teachers work rigorously to make the whole process successful.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Ours is a government - aided affiliated college. Hence its functioning is mainly based on rules and guidelines of the state



government and affiliating university. In terms of First Statutes, 1979 of Calcutta University and now in line with The West Bengal Universities and Colleges (Administration & Regulation) ACT, 2017 the administrative responsibilities lie upon the Governing Body (GB). It is constituted and formed as per norms of the government with nominees of the state government, affiliating university, representatives of teachers, non-teaching staff, students and Principal as the ex-officio Secretary.

The functions of the governing body are specifically mentioned in government rules and university statutes. It can form a Finance Committee, Purchase Committee, Academic Committee and such other committees as it may consider necessary for smooth and transparent functioning of the institution. Such committees are formed with the members from within and outside GB members.

Besides GB, there is Teachers' Council (TC) to supervise overall management, particularly academic matters, of the college. It is formed as per rules of the university. There are many sub-committees within the TC for maintaining discipline in the campus, counselling of students in different aspects of life including career opportunities, gender sensitization, etc.

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

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

It is imperative that it should be able to adjust to any change in policy matters at the national level. In accordance with this, our institution is trying its best to prepare for the NEP, 2020 since its adoption in 2022. An online seminar was organised in 2020 on the NEP. Our academic sub-committee and IQAC organised meetings during the academic session 2022-23 for proper implementation of NEP in our institution. Discussions were held regarding the introduction of 'Multi Disciplinary Courses', 'Skill-based Education', 'Value Education', 'Project Works', and 'Integration

of Indian Knowledge System', for our students. The decentralisation and participative management as envisioned in the institutional mission is clearly visible in its governance policy. In this process, admission committee takes the help of prospectus committee for the preparation of college prospectus and website committee for uploading of necessary rules, guidelines, notifications, etc. in the college website. The prospectus committee and the website committee are composed of the members of teaching and non-teaching staff. Hence the process ensures a wide range of participative management.

College authority has no right to recruit new staff..Regarding service rules of the teaching and non-teaching staff, we follow the state government and university rules, procedures.

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

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	No File Uploaded

## 6.3 - Faculty Empowerment Strategies

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

i) There is an Employees Credit Cooperative Society for the

teaching and non-teaching staff of the college. It provides loans and advances to the staff members up to Rs.8lakh on easier terms and conditions. ii) A system of free medical check-up facility for the staff and the students was introduced from the middle of 2019 but it has been discontinued since March, 2020 when Pandemic began. iii) Teaching and non-teaching staff of the college are being included in 'Swasthya Sathi Scheme' and 'West Bengal Health Scheme' of state government. They provide cashless medical treatment facility for the staff themselves and their respective family members in designated hospitals. iv) Financial assistance up to Rs. 10,000/ from college fund for emergency health and urgent causes are being given to the staff.

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

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

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

4

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

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

2

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

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

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

2

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

There is a well designed and fully operational performance appraisal system for both teaching and non teaching staff of the college. Report on the respective performances at the institution of all the staff are collected annually. For the teaching staff,

information are collected for each academic session on issues like number of days attended, number of leaves taken, number of classes taken, method and mode of online classes taken, usage of modern teaching aids, percentage of syllabus covered, association with extra curricular activities, development works of the institution etc. For the non teaching staff, it mainly comprises of the office management system, e-governance, welfare measures, student-office relationship etc. These reports are thoroughly analysed by the IQAC and then important measurements are taken. Sometimes, the proposals or requirements are placed before the Governing Body for the betterment of the overall ambience of the college.

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

#### 6.4 - Financial Management and Resource Mobilization

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

In respect of conducting financial audits both internally and externally, institute's objective is to follow adequate and necessary steps for maintaining financial discipline. Care is taken to maintain punctuality and regularity for conducting internal and external audits. Internal audits are done by the internal audit committee of the institution and it comprises of Principal, Bursar, a teacher member of the finance committee, accountant and cashier. Internal audit committee sits at least once in a financial year to check and verify financial transactions carried out during the year. In this process, main emphasis is given on the kinds of funds received from external sources, particularly from UGC and Higher Education Department of the State Government and the expenditures that are made from these grants. However, expenditure incurred on construction, purchase of books and laboratory instruments, purchase of furniture made out of college's own fund are also taken up for scrutiny and verification in the process of internal audits. External audits are conducted by government appointed auditors.

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

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

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

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

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

Our institution maintains a specific structure for mobilization of funds and the optimal utilization of resources. It is the key of maintaining the operational functions indeed. Tuition fees for different programmes are fixed by the Govt. and the college has no power to modify it. Also, fifty percent of the collection is to be mandatorily deposited to the Govt. account. As our students come from the rural background, revenue generation through fees collection is not just feasible. But, still we maintain a rule of concession of tuition fees up to full, half and quarter level. Some students with high degree of proficiency in games are also given the benefit of such concession. Thus, given huge demand for funds for various kinds of needs college authority has to look for alternative possible ways and means of resource mobilisation. In 2022-23, neither any effort are undertaken nor any fund received from any external sources

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

## 6.5 - Internal Quality Assurance System

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

Team IQAC of our college sincerely reviews the institutional strategies and processes throughout every academic session. Academic subcommittee and each departmental head assist the team to smoothly review the process. We insist every department to organise webinars, seminars and workshops focusing special issues. Such discussions help the students a lot. To keep students energetic, all the Departments try to organise such motivational programmes. To maintain overall quality of the college, we took some different strategies for the students. They were given some opportunities to discuss with some professionals regarding yoga and fitness. We tried to expand their inner strength through the positive energy of Music. The specified departments took these initiatives gladly. We discovered that the knowledge expanded from the bookish area and our students enjoyed such discussions to the fullest.

Annual cultural competition and programme on gender sensitisation were also held in this session. A book has been published on this account on behalf of this cell. Team NSS organised a special camp in the neighbourhood village on different social issues. They served the community through this venture. This way the quality enhancement of our college was done.

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

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

The institution has its own mechanism of monitoring its teaching

learning process. It generally follows the academic calendar provided by the University of Calcutta. The academic subcommittee and the IQAC planned its own activity schedule of teaching-learning on the basis of the provided academic calendar. The routine committee made the timetable. Our teachers made the schedule flexible and student-friendly. All the teachers took their respective classes using the modern online teaching platforms and offline classes using all the ICT tools. The IQAC uploaded all the webinars on its own youtube channel. Seminars and workshops have been continued in regular interval..

There is an examination committee to make the exam procedure smooth. The internal examinations, the tutorials and the theory examinations were held by the supervision the committee. It successfully completed its operations with the help of the efficient teachers and non-teaching staff of the college. IQAC reviewed the periodic learning outcomes of the students. The team asked each department to take special care of their weaker students. All these programmes motivated them.

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

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**A. All of the above**



File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

Our college has a great tradition of maintaining gender equity in the college premises.

1.We have CCTV cameras for the safety management of specially the girl students. 2.We have a well organised common room for the girls. 3.There is a sanitary napkin vending machine in their common room. 4.Separate toilet complex for both female staff and students 5.Female staff to look after emergency health-related needs of female students. 6.The college is equipped to address grievances related to gender-based harassment through its active Internal Complaints Cell and Gender Sensitization Cell. However, no such grievances have yet been reported.

In 2022-23, the cell has organized a programme titled 'Ami Nari' and published as a book (with ISBN) titled Gendered Interrogations - Narrative of Students from Rural Howrah. Further, the cell has collaborated with Ashadeep foundation, an eminent local NGO, on a programme named ''Udaynarayanpur Gatha-Mahilader Katha.'' The programme offered a people's history of women's contributions to the development of Udaynarayanpur and involved narratives from local women, college staff, and our students. Karate workshops for developing self-defence skills among female students have also been organized by the institution. The college also commemorated women in science on Science Day.

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

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

**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

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

**We have a E-waste management system. We have also done a MoU with an organisation (HULLADEK) to process the system technically.. The stakeholders are encouraged to submit e-wastages in a separate box kept at the college campus. These products will be given to the said organisation for recycling process.**

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction**

**A. Any 4 or all of the above**

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

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

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

**A. Any 4 or All of the above**

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.**

**Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**

**5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The stakeholders of the institution belong to diverse communities and religions. So, the institution maintains holidays in the festivals like Durga puja, Diwali, Bhai Dooj, Eid-ul-fitr, Eid-ul-

adha, Guru Purnima, Christmas as per the decorum and follows an inclusive environment. The college also accommodates Saraswati Puja, Basant Utsav and Rakhi. Further, the college provides facilities for rearrangement of duty schedules during the month of Ramadan for people keeping fast. The institution celebrates International Mother Language Day to commemorate the sacrifice and contributions of martyrs to protect one's own language and to celebrate linguistic and cultural diversity

To spread Community Awareness, the college actively participates on issues like safe driving for safe life, banning of single use plastic, and so on. The college has also conducted a rally around the locality to generate awareness on diseases such as dengue and thalassemia.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

The stakeholders of the college are well informed about the constitutional obligations. As a part of this, the college publishes its Code of Conduct on the website and in college prospectus.

Besides, a departmental students' seminar on the theme 'Constitutional Awareness in India' with special thrust on 'Youth Parliament Programme' was conducted on 21 December 2022. A wall magazine on Human Rights and Literature was published on 23.12.2022 by the Department of English. A special course on constitutional rights has been made mandatory for all the students. In 2022-2023 the NSS volunteers did an awareness campaign on 'National Voters' Day' for the new voters. Thus an environment for a responsible citizen has been created throughout the year.

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

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

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

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

1. Republic Day and Independence Day 2. International Mother Language Day 3. International Women's Day 4. Cultural programme for Birth Anniversary of Kaviguru Rabindranath Tagore 5. Basanta Utsav 6. Homage to Iswarchandra Vidyasagar 7. College Foundation Day 8. Annual Sports 9. Annual Cultural Programme 10. College Social

These programmes are observed each year by the faculty members, non teaching staff and students.

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

## 7.2 - Best Practices

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

**Title:** Relief and Rescue Work for Rural Disaster Management  
**Objective:** To prepare a team of people to support relief work and emergency disaster management during flood situations. **Context:** Udaynarayanpur is a small village situated at the bank of river Damoder which creates flood situations. The adjoining villages and the college campus were affected by flood. **Practice:** The college has initiated conversations with Block development office and the disaster management officer to train students on preparedness for flood relief programme and management. The NSS unit has identified 26 students having a background of NCC & NSS to take part in the programme. **Evidence of Success:** The college has experience of working in relief work during flood situations. **Problem Encountered and Resource Required:** Large amounts of funds and first-aid supply. 2. **Title:** We Shall Overcome **Objective:** To foster awareness and confidence in female students. **Context:** Lack of awareness on gender issues lead to early marriage and abrupt disruptions in education. So, a sustained gender sensitization programme was essential. **Practice:** A cultural programme with NGO, a seminar, a karate workshop were held. **Evidence of Success:** A book has been published with 12 student narratives. **Problems encountered and Resources required:** More funding and infrastructure development.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

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

Udaynarayanpur Madhabilata Mahavidyalaya is distinctive in its approach to gender development. The principal motive of its foundation, its activities, and policies are all directed to improve the Gender Development Index (GDI) and Gender Empowerment Measure (GEM) of society. Female students are three-fourth of total students in our college. It reflects institutional ability to guide female students properly. The institution has an active gender sensitization cell to ensure general awareness of and sensitivity towards women's rights. The NSS unit is led by female faculty and an encouraging number of female students enrol each year. The college is strict in ensuring that female faculty get enough representation in college administration. The governing body, IQAC, academic sub-committee and all other important bodies are equally represented by women faculty members. As an initiative to make students aware of democratic processes each year, the state organizes a Youth Parliament competition. Female students always participate in and have also won prizes for their participation. The college administration provides complete assistance to ensure that each female student receives all the scholarships available for them. Finally, it aims to achieve its goals to provide skill building and vocational courses for women empowerment.



## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The Annual Academic Calendar is prepared according to the University calendar prior to the commencement of the academic year, specifying admission schedule, date of commencement of classes, evaluation schedules, publication of results etc, and it is published in the college prospectus.

Meetings are held in each department to discuss the course distribution and teaching plan prior to the commencement of a new academic session. It is also uploaded in the college website.

Theory and Practical classes are held according to the Time-Table prepared by the Routine Committee. It is uploaded in the college website and also displayed on students' and educators' Notice Board.

The college provides internet facility and modern teaching aids like LCD projectors, Virtual classroom run by Admitek Genius software to facilitate innovative teaching-learnig and keep the students engaged.

Experiential learning, participative learning, and problem-solving methods are used for effective curriculum delivery.

Seminars, webinars, workshops/ e-workshops, group discussions, students' seminars, educational tours, wall-magazines, field trips are also organised

The college has also subscribed to the N-LIST,

All examinations including internals are conducted according to the University examination schedule.

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

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

Academic calendar is an integral part of our institution. We sincerely have made the calendar for every academic session. University of Calcutta had prepared the core calendar and after that several departments and their fellow faculty members of our college modified it in their own suitable way. We distribute the modified calendar to every students of our institution before the commencement of the Academic Session via our college website. Primarily we follow the examination procedure based on the university instruction. But we maintain the progress record of each student by following our academic plan. Firstly the orientation is done before each semester. Then comes the distribution of lesson plans among the students. After that, the teaching learning flows in its own way. Before commencement of the examination, we do a parentteacher meet regarding the students' academics, attendance record, behavioural parts etc. Then they go through the examination part (Internal and Tutorial). All the teachers try to solve every single doubt and correct their problems thoroughly. Thus the Continuous Internal Evaluation comes to the completion.

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

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of**

C. Any 2 of the above

**Curriculum for Add on/ certificate/  
Diploma Courses Assessment /evaluation  
process of the affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	No File Uploaded

**1.2 - Academic Flexibility**
**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**
**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

11

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Add on /Certificate programs offered during the year**
**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

2

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

33

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

### 1.3 - Curriculum Enrichment

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

We have different issues relevant to Professional Ethics, Gender, Human Values, environment and sustainability into the curriculum. There is a compulsory course for 2nd semester students on Environmental Science offered by the University of Calcutta. To inculcate said issues among the students, different cells of the college along with IQAC, conducted some programmes during this academic year.

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

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

2

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

473

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

### 1.4 - Feedback System

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

**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="http://udaynarayanpurmahavidyalaya.org/doc/Stidents%20Feedback%20Report%202022-2023.pdf">http://udaynarayanpurmahavidyalaya.org/doc/Stidents%20Feedback%20Report%202022-2023.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

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

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="http://udaynarayanpurmahavidyalaya.org/doc/Stidents%20Feedback%20Report%202022-2023.pdf">http://udaynarayanpurmahavidyalaya.org/doc/Stidents%20Feedback%20Report%202022-2023.pdf</a>

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of students admitted during the year**

735

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

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

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

236

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

## 2.2 - Catering to Student Diversity

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

Special attention is given to the students in the classes, who are identified as the weaker students. Doubts and personal difficulties regarding the subject are solved in the classes. In the start of the session fundamentals are taught for the better understanding of the subject. Concepts which could not be grasped easily are repeated in consequent classes. Extra classes are conducted for the full coverage of the syllabus where the involvement of the students is ensured which results in the interactive teaching- learning process. Advanced learners are motivated to strive for higher goals. They are provided with additional inputs for better career planning and growth like: Different departments organise student seminars, group discussions, wall magazines, on selected topics, technical quizzes to develop analytical and problem solving abilities in them and thereby to improve their presentation skills. Encouraging them with extra care to obtain University ranks. Use of Proctors in Teaching Learning Process: Advanced learners are encouraged to become proctors. Proctors are the advanced students of the class who help other students to learn.

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

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

Number of Students	Number of Teachers
1656	18

File Description	Documents
Any additional information	No File Uploaded

### 2.3 - Teaching- Learning Process

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

Experiential learning is promoted through: Summing -up of class-lectures by students Completing assignments/ projects[Department of Geography, English, Education and Political Science etc.] Undertaking field-survey and project-work [Department of Geography, Environment etc.] Analysis of experiments after practical classes [Department of Geography, Science etc.] Discussing a video clip/ performance after watching it [ Social studies and humanity] Evaluating films shown for the purpose of classroom teaching or promotion of awareness[ humanity departments Participative learning is done in the following ways:- Inter College Youth parliament debate Inter college Quiz Competition Various Cultural programmes such as Fresher's Welcome, Celebration of Teachers' day, Saraswati Puja, Annual Social Programme, Basantautsav, RabindraJayanti and organisation of Blood Donation Camp etc. Sports activities and competitions Extension activities such as NSS Preparing Charts/ posters Publication of departmental wall magazines and annual college magazine Problem-solving learning is used in the following ways:- Inviting students to solve a problem which involves critical thinking [Department of Geography, Philosophy( Logic),

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

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

To facilitate teaching- learning process, the college makes use of ICT. The college faculty uses audio-visual aids like use of smart classrooms and projectors in teaching. The college provides internet facilities to all students and teachers for acquiring advanced knowledge and skill.The teachers took classes via different online platforms like whatsapp group,



google meet, zoom etc. during the pandemic period. They also took tests using testmoz, quizz, google forms, mentimetre etc. The college also provide an youtube channel where important lectures and discussions have been uploaded for the benefit of the students. This year also onliclasses were held when required.. So the ICT techniques both in online and offline modeshelped to accelerate the teaching learning process.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

#### 2.3.3.1 - Number of mentors

17

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

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

18

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

#### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

##### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

5

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	No File Uploaded

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

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

105

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

#### 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college strictly adheres to the University's prescribed rule regarding holding of internal assessment. Short answer type questions are preferred in Internal Assessment to eliminate subjectivity of evaluation. Also utmost care is taken to avoid leniency. Evaluated scripts are shown to students to make them aware of their lapses. Teacher-examiners discuss the errors and justify the score in the class to ensure that the students find the evaluation unbiased and transparent. Students are thus given scope to be satisfied that their answer scripts have been properly evaluated and they can interact with the teachers in case they have any point of disagreement. The parents are informed if the performance of a student is very poor. Various academic programmes like Quiz competitions, essay writing and current affairs competitions are organised in which students are assessed. Collaborating group work, field work, excursion reports and students' presentations have been made an essential part of most courses. Project work is also increasing a part of most courses like Geography, Education, History, Political Science etc. In University Practical examination, help of subject experts from other colleges are taken for the sake of transparency

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

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

At the college-level, the students are provided with correct answer scripts by the relevant faculty members. The doubt and enquiries of the students regarding the pattern of optimal answers are clarified by the examiners. If there is any tabulation related error in the assessment, corrections are duly made by the examiners and the corrected marks are officially posted against the name of the concerned student. The parent-teacher meeting is a regular phenomenon for the First year students. If there is a marked discrepancy between class performance and performance in examination of a student, teachers consider it to be their responsibility to identify the cause behind such discrepancy. As regards external examination, the students appear in examination at a venue other than their college. The answer scripts bear code marks to maintain confidentiality of evaluation and examiners other than the

teachers of their college evaluate the scripts within a given time frame. After the publication of results the students can apply for review. The college gives wide publicity to the date and processes of applying for the review and the FSI. A student can also file RTI regarding his/her scripts. There is a clear notification regarding RTI in the college website.

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

## 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.

Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to the teachers and the students. Mechanism of communication of course outcomes are decided in the Academic Sub Committee meeting conducted by the Head of the Departments. These are posted in the college website, college notice board and intimated to the students in the class room.

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

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

Attainment of programme outcomes, programme specific outcomes and course outcomes are duly evaluated by the institution. One of the methods that our college follows while doing so is the assessment of teaching-learning on the basis of student feedback system. Our college has a grievance Redressal Cell, where the students can also place their problems at any point of time while studying. Parent teacher meeting is organised by individual departments. The institution keeps a record of a

programme outcome achievement. Organising class-tests and quizzes, seminars, webinars, workshops etc are parts of the improvement scheme. In order to achieve programme outcomes, some departments of the college hold interview to ensure quality of students enrolled and for a better pass percentage as well as reputation of the college. The IQAC of the college publishes an overall academic report, which is displayed on the college website as part of the mechanism of communication which states the level of attainment of programme outcomes.

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

### 2.6.3 - Pass percentage of Students during the year

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

300

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

### 2.7 - Student Satisfaction Survey

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

[Nil](#)

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

#### 3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)****3.1.2.1 - Number of teachers recognized as research guides**

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

**3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year****3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.2 - Innovation Ecosystem

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

Udaynarayanpur Madhabilata Mahavidyalaya has fostered a dynamic ecosystem for research, innovation, and promotion of the Indian Knowledge System (IKS). With many students from Bengali-medium backgrounds, the institution ensures inclusive learning by delivering lectures in Bengali, supplemented by English. Courses emphasize subjects like Bengali, Sanskrit, Indian Philosophy, and Indian literary translations, while the Music Department nurtures Indian performing arts. Physical Education promotes traditional knowledge through yoga. Cultural traditions are honored through celebrations such as Rabindra Jayanti and other commemorations of poets and thinkers, immersing students in Indian culture.

The college promotes research by encouraging faculty to publish papers and pursue research projects. It has hosted webinars, including one on "Intellectual Property Rights: Issues and Opportunities" (June 12, 2023), and plans to establish an IPR cell. The institution supports hybrid learning, offers N-LIST access, and has obtained ISBNs for several books published by faculty. These include Gendered Interrogations: Narratives of Students from Rural Howrah and Sangeet Sadhana: Tattva o Prayog. Alumni with entrepreneurial success in arts, media, and education regularly engage with current students to inspire them. Additionally, value-added courses in GIS and Spoken English equip students with professional skills, fostering personal growth and community service.

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

**3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year**

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

11

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

#### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

4

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

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

##### 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 year



9

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

### 3.4 - 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 year

During the academic year 2022-23, Udaynarayanpur Madhabilata Mahavidyalaya's NSS unit conducted four significant activities. These included an awareness rally on safe driving and road safety, tree plantation drives, a plastic ban awareness campaign, and a diet and health survey. A total of 39 teachers and 306 students actively participated in these initiatives. Of the four activities, three were organized on the college premises, highlighting the institution's commitment to environmental and social issues. The diet and health survey was a collaborative effort between the NSS unit and the Food and Nutrition department, specifically targeting the college campus community. Through these activities, the college aimed to foster awareness, environmental responsibility, and a culture of health and safety among students and staff, making a lasting impact on both the campus and the surrounding community.

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

**3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

**3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

7

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

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

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

4

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

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

**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 year**

306

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

**3.5 - Collaboration****3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

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

1

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

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

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

Udaynarayanpur Madhabilata Mahavidyalaya places teaching-learning at the core of its academic mission. The institution has 18 spacious classrooms, employing a blend of traditional

chalk-and-talk methods along with digital teaching techniques. Three classrooms are equipped with ICT facilities, including overhead LCD projectors and sound systems. Additionally, a virtual classroom powered by Admitek Genius software enhances interactive learning. The college offers four well-equipped laboratories supporting practical learning in Physics, Chemistry, Geography, and Food & Nutrition. Its library holds 9,263 purchased books and 128 donated volumes, with dedicated reading rooms for students and faculty. Located in a rural area, where power interruptions are frequent, the institution ensures uninterrupted classes through a 30 KV generator, providing reliable power backup for smooth academic operations.

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

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

Udaynarayanpur Madhabilata Mahavidyalaya is renowned for its significant contributions to the cultural domain. The Cultural Committee organizes an Annual Cultural Competition to engage students in various activities. Events such as College Foundation Day, Rabindra Jayanti, and Basanta Utsav are celebrated under the joint supervision of the Cultural Committee and the Department of Music, fostering artistic expression. Established in 2010, the Music Department integrates cultural activities with academics, offering students access to instruments like Khol, Pakhawaj, Tabla, Tanpura (electronic and acoustic), and Harmonium for regular practice. The Department of Physical Education, founded in 2011, promotes sports and fitness through activities like athletics, volleyball, cricket, football, and kabaddi. A playground (100 x 55 sq. meters) supports outdoor sports, while a Mini Indoor Games Hall (30 x 21.5 sq. feet) facilitates yoga and gymnastics. The college encourages participation in inter-college competitions, where students have excelled. Additionally, teachers mentor students in quizzes, debates, and other competitions. A highlight of the college's sports legacy

was hosting the District Level Inter-College Sports & Games Championship in 2018-19, organized under the Education Directorate, Government of West Bengal, from 28th to 31st January 2019.

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

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

4

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

14.02063

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

#### 4.2 - Library as a Learning Resource

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

The college library, established alongside the institution, is enriched and well-furnished. Initially operating with a manual system, the library began its automation journey to meet modern requirements. In 2016, customized library management software developed by ADNI (Version 09.00.4035) was installed. In 2020, the library upgraded to KOHA (Version 18.11.10.000), an open-source, Linux-based Integrated Library Management System (ILMS) customized by the Bengal Library Association (BIA). KOHA offers fully automated services with 24/7 access and continuous OPAC search, enhancing accessibility for students, faculty, and staff.

The ILMS integrates essential library functions like circulation, acquisition, and cataloging, ensuring efficient management. The library also subscribes to N-LIST, providing access to a vast database of e-books, e-journals, and scholarly articles through the e-ShodhSindhu Consortium, INFLIBNET, and IIT Delhi. It houses 9,263 purchased books and 128 donated volumes, with Rs. 2,05,537 spent on new books in the 2022-2023 academic year. Students receive two cards—Lending Cards for borrowing books for home use and Reference Cards for accessing books in the library reading room. Separate reading rooms for students and faculty ensure a conducive environment, with an average daily footfall of 33 during 2022-2023.

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

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

**D. Any 1 of the above**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

211437

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

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

150

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

#### 4.3 - IT Infrastructure

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

The college is equipped with internet facilities and has upgraded its IT infrastructure over time to meet academic and administrative needs. Computerization of accounts and administrative functions has been maintained for several years. Following the First Cycle of NAAC, the college emphasized

enhancing its IT infrastructure. The number of computers has steadily increased, interconnected through LAN with stable internet access. There are three smart classrooms with LCD projectors and sound systems, along with a virtual classroom powered by Admitek Genius software. A Digital Notice Board and CCTV surveillance across the campus have been operational since 2017-18. The institution now offers 10 printers and two photocopy machines—one in the office and one in the library—providing students with subsidized photocopying services. Wi-Fi installation began in 2017-18, initially offering 10 Mbps, upgraded to 25 Mbps in 2019-20, and now running at 120 Mbps with password-protected access through three wireless points. The fully automated library, powered by KOHA (Version 18.11.10.000), ensures open access via an in-house OPAC system.

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

#### 4.3.2 - Number of Computers

20

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

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

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic



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

5.77033

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college has well-established systems and procedures for maintaining and utilizing its physical, academic, and support facilities, including laboratories, library, sports complex, computers, and classrooms. A dedicated maintenance committee oversees the upkeep of these facilities to ensure smooth functioning. Laboratories are managed by department heads, with regular inspections and calibration of equipment. The library follows structured protocols for cataloging, lending, and returning books, with automated services through KOHA software and access to e-resources via N-LIST. Classrooms and smart classrooms are maintained regularly, with ICT tools monitored by technical staff. The sports complex and playground are supervised by the Department of Physical Education, encouraging students' participation in various activities. Computer systems are interconnected through LAN, with IT infrastructure and internet services upgraded periodically to meet institutional needs. Routine inspections, annual maintenance contracts (AMC), and prompt repairs ensure all facilities remain functional and accessible.

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

STUDENT SUPPORT AND PROGRESSION	
<b>5.1 - Student Support</b>	
<b>5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
<b>5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
1322	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>
<b>5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year</b>	
<b>5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year</b>	
143	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and</b>	<b>B. 3 of the above</b>

hygiene) ICT/computing skills	
File Description	Documents
Link to Institutional website	<a href="#">z</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
74	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
74	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b>	<b>B. Any 3 of the above</b>

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

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

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

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	No File Uploaded

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

22

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

government examinations)

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

2

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

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

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

1

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

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

**The institution actively encourages students' participation in administrative, co-curricular, and extracurricular activities**

to foster leadership and holistic development. A Student Council, formed through transparent procedures, serves as a vital platform for students to voice their opinions and engage in decision-making processes. Students are also represented on various institutional committees, such as the Internal Quality Assurance Cell (IQAC) and Anti-Ragging Committee, ensuring their involvement in governance and policy formation.

Beyond administration, students contribute significantly to organizing events like cultural festivals, sports activities, and academic seminars, enhancing their teamwork and management skills. They are encouraged to participate in clubs, NSS, NCC, and extension activities, promoting community service and social responsibility. These platforms nurture students' leadership potential and provide hands-on learning experiences beyond academics. The institution's inclusive approach ensures that students remain actively engaged, making them stakeholders in its growth and success while preparing them for future professional and societal roles.

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

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

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

4

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

## 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

The institution established its Alumni Association on 22nd August 2023, comprising graduates from various batches who completed their courses successfully. Governed by a seven-member Executive Committee—including the President, Vice-President, Secretary, Assistant Secretary, Cashier, and two members—the association currently has 52 members. The primary aim of the association is to support institutional development through financial or other contributions. A reunion of alumni and ex-students is planned to expand membership and foster discussions on issues affecting current students and the teaching-learning process. This engagement will promote the college's progress and development. A key focus of the Alumni Association is to share success stories, providing inspiration and career guidance to current students. The institution's practice of inviting alumni to discuss career opportunities will now be formalized through this platform. Although financial contributions are yet to be explored, the association is expected to become a valuable resource, supporting the institution's initiatives and goals in the future.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

**VISION** Fulfilling the dreams and aspirations of higher

education of the youth, especially girls, by inculcating in them the knowledge and skills necessary for further academic progress and for employment. MISSION To provide the students with adequate infrastructural facilities and learning resources, including classrooms, laboratories, toilets, booksetc., and to promote the Gross Enrolment ratio (GER) and the teaching-learning process in the college. To introduce subjects and courses commensurate with the need and demand of the locality, the capacity and infrastructure of the college, and the profile of the students. To provide qualityteaching in a friendly and healthy environment. To review the progress through various mechanisms including evaluation of learning outcome, self-evaluation of the faculty, and collection of feedback from the students and the guardians. To ensure that the college governing body, which acts as highestadministrative authority, is formed as per rules of the West Bengal Universities and Colleges (Administration and Regulation) Act, 2017 where adequate representation of teachers, non-teachingstaff and students are guaranteed. To ensure that all decisions related to teaching, learning, evaluation, extra-curricular activities, etc. for the students are to be taken on the basis of the recommendations and suggestions of the teachers' council and teachers' committees.

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

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

A classic example of decentralisation and participative management is conducting the huge task of admission of new students to the undergraduate course. In the 1st step Principal advises teachers` council to form an admission committee with representativesfrom all departments, non-teaching staff and studentswith Principal as chairman. The admission committee takes up all issuesfor admission on the basis of the guidelines of UGC, state government and affiliating University.Recommendations in this regard, if there is any, are then placed before the governing body (GB) of the college for approval and finalisation. After specific rules and proceduresfor admission are finalised in the GB. Details of



admission programme, classification and division of duties among the staff are prepared by the admission committee. The prospectus committee then prepares the college prospectus and website committee the college website. The prospectus committee and the website committee are comprised of the members of teaching and non-teaching staff. Since 2020, due to the pandemic situation, counselling and admission procedure was held through online mode. A group of teachers work rigorously to make the whole process successful.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Ours is a government - aided affiliated college. Hence its functioning is mainly based on rules and guidelines of the state government and affiliating university. In terms of First Statutes, 1979 of Calcutta University and now in line with The West Bengal Universities and Colleges (Administration & Regulation) ACT, 2017 the administrative responsibilities lie upon the Governing Body (GB). It is constituted and formed as per norms of the government with nominees of the state government, affiliating university, representatives of teachers, non-teaching staff, students and Principal as the ex-officio Secretary.

The functions of the governing body are specifically mentioned in government rules and university statutes. It can form a Finance Committee, Purchase Committee, Academic Committee and such other committees as it may consider necessary for smooth and transparent functioning of the institution. Such committees are formed with the members from within and outside GB members.

Besides GB, there is Teachers' Council (TC) to supervise overall management, particularly academic matters, of the college. It is formed as per rules of the university. . There are many sub-committees within the TC for maintaining discipline in the campus, counselling of students in different aspects of life including career opportunities, gender sensitization, etc.

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

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

It is imperative that it should be able to adjust to any change in policy matters at the national level. In accordance with this, our institution is trying its best to prepare for the NEP, 2020 since its adoption in 2022. An online seminar was organised in 2020 on the NEP. Our academic sub-committee and IQAC organised meetings during the academic session 2022-23 for proper implementation of NEP in our institution. Discussions were held regarding the introduction of 'Multi Disciplinary Courses', 'Skill- based Education', 'Value Education', 'Project Works', and 'Integration of Indian Knowledge System', for our students. The decentralisation and participative management as envisioned in the institutional mission is clearly visible in its governance policy. In this process, admission committee takes the help of prospectus committee for the preparation of college prospectus and website committee for uploading of necessary rules, guidelines, notifications, etc. in the college website. The prospectus committee and the website committee are composed of the members of teaching and non-teaching staff. Hence the process ensures a wide range of participative management.

College authority has no right to recruit new staff..Regarding service rules of the teaching and non-teaching staff, we follow the state government and university rules, procedures.

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

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	No File Uploaded

### 6.3 - Faculty Empowerment Strategies

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

i) There is an Employees Credit Cooperative Society for the teaching and non-teaching staff of the college. It provides loans and advances to the staff members up to Rs.8lakh on easier terms and conditions. ii) A system of free medical check-up facility for the staff and the students was introduced from the middle of 2019 but it has been discontinued since March, 2020 when Pandemic began. iii) Teaching and non-teaching staff of the college are being included in 'Swasthya Sathi Scheme' and 'West Bengal Health Scheme' of state government. They provide cashless medical treatment facility for the staff themselves and their respective family members in designated hospitals. iv) Financial assistance up to Rs. 10,000/ from college fund for emergency health and urgent causes are being given to the staff.

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

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

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

4

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

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

2

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

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

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

2

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

There is a well designed and fully operational performance appraisal system for both teaching and non teaching staff of the college. Report on the respective performances at the

institution of all the staff are collected annually. For the teaching staff, information are collected for each academic session on issues like number of days attended, number of leaves taken, number of classes taken, method and mode of online classes taken, usage of modern teaching aids, percentage of syllabus covered, association with extra curricular activities, development works of the institution etc. For the non teaching staff, it mainly comprises of the office management system, e-governance, welfare measures, student-office relationship etc. These reports are thoroughly analysed by the IQAC and then important measurements are taken. Sometimes, the proposals or requirements are placed before the Governing Body for the betterment of the overall ambience of the college.

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

#### 6.4 - Financial Management and Resource Mobilization

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

In respect of conducting financial audits both internally and externally, institute's objective is to follow adequate and necessary steps for maintaining financial discipline. Care is taken to maintain punctuality and regularity for conducting internal and external audits. Internal audits are done by the internal audit committee of the institution and it comprises of Principal, Bursar, a teacher member of the finance committee, accountant and cashier. Internal audit committee sits at least once in a financial year to check and verify financial transactions carried out during the year. In this process, main emphasis is given on the kinds of funds received from external sources, particularly from UGC and Higher Education Department of the State Government and the expenditures that are made from these grants. However, expenditure incurred on construction, purchase of books and laboratory instruments, purchase of furniture made out of college's own fund are also taken up for scrutiny and verification in the process of internal audits. External audits are conducted by government appointed auditors.

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

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

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

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

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

Our institution maintains a specific structure for mobilization of funds and the optimal utilization of resources. It is the key of maintaining the operational functions indeed. Tuition fees for different programmes are fixed by the Govt. and the college has no power to modify it. Also, fifty percent of the collection is to be mandatorily deposited to the Govt. account. As our students come from the rural background, revenue generation through fees collection is not just feasible. But, still we maintain a rule of concession of tuition fees up to full, half and quarter level. Some students with high degree of proficiency in games are also given the benefit of such concession. Thus, given huge demand for funds for various kinds of needs college authority has to look for alternative possible ways and means of resource mobilisation. In 2022-23, neither any effort are undertaken nor any fund received from any external sources

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

## 6.5 - Internal Quality Assurance System

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

Team IQAC of our college sincerely reviews the institutional strategies and processes throughout every academic session. Academic subcommittee and each departmental head assist the team to smoothly review the process. We insist every department to organise webinars, seminars and workshops focusing special issues. Such discussions help the students a lot. To keep students energetic, all the Departments try to organise such motivational programmes. To maintain overall quality of the college, we took some different strategies for the students. They were given some opportunities to discuss with some professionals regarding yoga and fitness. We tried to expand their inner strength through the positive energy of Music. The specified departments took these initiatives gladly. We discovered that the knowledge expanded from the bookish area and our students enjoyed such discussions to the fullest.

Annual cultural competition and programme on gender sensitisation were also held in this session. A book has been published on this account on behalf of this cell. Team NSS organised a special camp in the neighbourhood village on different social issues. They served the community through this venture. This way the quality enhancement of our college was done.

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

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



The institution has its own mechanism of monitoring its teaching learning process. It generally follows the academic calendar provided by the University of Calcutta. The academic subcommittee and the IQAC planned its own activity schedule of teaching-learning on the basis of the provided academic calendar. The routine committee made the timetable. Our teachers made the schedule flexible and student-friendly. All the teachers took their respective classes using the modern online teaching platforms and offline classes using all the ICT tools. The IQAC uploaded all the webinars on its own youtube channel. Seminars and workshops have been continued in regular interval..

There is an examination committee to make the exam procedure smooth. The internal examinations, the tutorials and the theory examinations were held by the supervision the committee. It successfully completed its operations with the help of the efficient teachers and non-teaching staff of the college. IQAC reviewed the periodic learning outcomes of the students. The team asked each department to take special care of their weaker students All these programmes motivated them.

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

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

Our college has a great tradition of maintaining gender equity in the college premises.

1.We have CCTV cameras for the safety management of specially the girl students. 2.We have a well organised common room for the girls. 3.There is a sanitary napkin vending machine in their common room. 4.Separate toilet complex for both female staff and students 5.Female staff to look after emergency health-related needs of female students. 6.The college is equipped to address grievances related to gender-based harassment through its active Internal Complaints Cell and Gender Sensitization Cell. However, no such grievances have yet been reported.

In 2022-23, the cell has organized a programme titled 'Ami Nari' and published as a book (with ISBN) titled Gendered Interrogations - Narrative of Students from Rural Howrah. Further, the cell has collaborated with Ashadeep foundation, an eminent local NGO, on a programme named 'Udaynarayanpur Gatha-Mahilader Katha.' The programme offered a people's history of women's contributions to the development of Udaynarayanpur and involved narratives from local women, college staff, and our students. Karate workshops for developing self-defence skills among female students have also been organized by the institution. The college also commemorated women in science on Science Day.

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

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

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

We have a E-waste management system. We have also done a MoU with an organisation (HULLADEK) to process the system technically.. The stakeholders are encouraged to submit e-wastages in a separate box kept at the college campus. These products will be given to the said organisation for recycling process.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	No File Uploaded

**7.1.4 - Water conservation facilities**

A. Any 4 or all of the above

**available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

### 7.1.5 - Green campus initiatives include

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

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

<p><b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></p>	<p><b>D. Any 1 of the above</b></p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

**The stakeholders of the institution belong to diverse communities and religions. So, the institution maintains**

holidays in the festivals like Durga puja, Diwali, Bhai Dooj, Eid-ul-fitr, Eid-ul-adha, Guru Purnima, Christmas as per the decorum and follows an inclusive environment. The college also accommodates Saraswati Puja, Basant Utsav and Rakhi. Further, the college provides facilities for rearrangement of duty schedules during the month of Ramadan for people keeping fast. The institution celebrates International Mother Language Day to commemorate the sacrifice and contributions of martyrs to protect one's own language and to celebrate linguistic and cultural diversity

To spread Community Awareness, the college actively participates on issues like safe driving for safe life, banning of single use plastic, and so on. The college has also conducted a rally around the locality to generate awareness on diseases such as dengue and thalassemia.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

The stakeholders of the college are well informed about the constitutional obligations. As a part of this, the college publishes its Code of Conduct on the website and in college prospectus.

Besides, a departmental students' seminar on the theme 'Constitutional Awareness in India' with special thrust on 'Youth Parliament Programme' was conducted on 21 December 2022. A wall magazine on Human Rights and Literature was published on 23.12.2022 by the Department of English. A special course on constitutional rights has been made mandatory for all the students. In 2022-2023 the NSS volunteers did an awareness campaign on 'National Voters' Day' for the new voters. Thus an environment for a responsible citizen has been created throughout the year.

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

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff**  
**4. Annual awareness programmes on Code of Conduct are organized**

D. Any 1 of the above

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

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

1. Republic Day and Independence Day 2. International Mother Language Day 3. International Women's Day 4. Cultural programme for Birth Anniversary of Kaviguru Rabindranath Tagore 5. Basanta Utsav 6. Homage to Iswarchandra Vidyasagar 7. College Foundation Day 8. Annual Sports 9. Annual Cultural Programme 10. College Social

These programmes are observed each year by the faculty members,

non teaching staff and students.

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

## 7.2 - Best Practices

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

**Title:** Relief and Rescue Work for Rural Disaster Management  
**Objective:** To prepare a team of people to support relief work and emergency disaster management during flood situations.  
**Context:** Udaynarayanpur is a small village situated at the bank of river Damoder which creates flood situations. The adjoining villages and the college campus were affected by flood.  
**Practice:** The college has initiated conversations with Block development office and the disaster management officer to train students on preparedness for flood relief programme and management. The NSS unit has identified 26 students having a background of NCC & NSS to take part in the programme. **Evidence of Success:** The college has experience of working in relief work during flood situations. **Problem Encountered and Resource Required:** Large amounts of funds and first-aid supply. 2.  
**Title:** We Shall Overcome **Objective:** To foster awareness and confidence in female students. **Context:** Lack of awareness on gender issues lead to early marriage and abrupt disruptions in education. So, a sustained gender sensitization programme was essential. **Practice:** A cultural programme with NGO, a seminar, a karate workshop were held. **Evidence of Success:** A book has been published with 12 student narratives. **Problems encountered and Resources required:** More funding and infrastructure development.



File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

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

Udaynarayanpur Madhabilata Mahavidyalaya is distinctive in its approach to gender development. The principal motive of its foundation, its activities, and policies are all directed to improve the Gender Development Index (GDI) and Gender Empowerment Measure (GEM) of society. Female students are three-fourth of total students in our college. It reflects institutional ability to guide female students properly. The institution has an active gender sensitization cell to ensure general awareness of and sensitivity towards women's rights. The NSS unit is led by female faculty and an encouraging number of female students enrol each year. The college is strict in ensuring that female faculty get enough representation in college administration. The governing body, IQAC, academic sub-committee and all other important bodies are equally represented by women faculty members. As an initiative to make students aware of democratic processes each year, the state organizes a Youth Parliament competition. Female students always participate in and have also won prizes for their participation. The college administration provides complete assistance to ensure that each female student receives all the scholarships available for them. Finally, it aims to achieve its goals to provide skill building and vocational courses for women empowerment.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Future Plan for the next academic year:

1.To complete the construction of the remaining parts at the 2nd floor of the building; 2.To renovate & reconstruct some toilets of the campus; 3.To pursue for introduction of new subjects for already submitted proposals to West Bengal state council of Higher Education; 4.To pursue for creation of new teaching posts, librarian and non-teaching posts on the basis of proposals submitted to government`s higher education department more than a year ago; 5.To upgrade the laboratories and modernise the library for the benefit of the students and the faculties ; 6.To create facilities for modernisation of teaching aids and pedagogical tools; 7.To generate and search for funds from possible sources for instruction of another cycle shed / motor cycle shed for the students; 8.To undertake measures to make college playground as playable conditio 9.To undertake suitable policies for maintenance of garden, plants, 10. To build disabled friendly toilets, ramps and other facilities to create an inclusive environment.