



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Kalyani Mahavidyalaya
• Name of the Head of the institution	DR. RUNU DAS
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03325821390
• Mobile No:	9433827071
• Registered e-mail	klymahavidyalaya@gmail.com
• Alternate e-mail	klyiqac@gmail.com
• Address	Kalyani Mahavidyalaya, City Centre Complex, Kalyani, Nadia, PIN 741235
• City/Town	KALYANI
• State/UT	West Bengal
• Pin Code	741235
2.Institutional status	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Grants-in aid

• Name of the Affiliating University	University of Kalyani				
• Name of the IQAC Coordinator	DR. SANGHAMITRA ADHYA				
• Phone No.	03325821390				
• Alternate phone No.	9433827071				
• Mobile	7605086452				
• IQAC e-mail address	klyiqac@gmail.com				
• Alternate e-mail address	klymahavidyalaya@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://kalyanimahavidyalaya.ac.in/website/uploads/47aqar-2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://kalyanimahavidyalaya.ac.in/website/uploads/64academic-calendar-2020-2021-9.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.08	2018	02/11/2018	01/11/2023
6.Date of Establishment of IQAC			25/05/2013		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	00	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	4
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
1.To continue the Teaching-Learning Process in Pandemic situation occurred due to COVID-19, IQAC oriented the faculty members about the uses of various Online Platforms for the same.	
2. IQAC made collaborative support to Departments in organizing various Online Programmes such as Webinars, Workshops etc.	
3. Mentor-Mentee system continued through Online Mode	
4. IQAC monitored about the mental well-being of students through various cells and committees of the college in Online Mode of Teaching-Learning Process necessitated due to COVID-19 pandemic	
5. Stakeholders were kept updated about the latest UGC and NAAC Guidelines by IQAC through Online Platforms	
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	

Plan of Action	Achievements/Outcomes
Rain water harvesting	Initiated
Library extension, upgradation & development	In Progress
All fees collection through Online Mode	Done
Independent Guideline for Blended Mode University Semesterwise Examination was proposed by IQAC	In Progress
Opening of NCC Unit-II for girl students	Completed
E-governance through departmental emails	Done
Construction of second floor of College right wing	Initiated
Website Upgradation	Initiated
Regular Capturing of Academic Data for Quality Monitoring	Initiated
Organization of meetings of IQAC and Departments through Online Mode	Initiated
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body	08/02/2022
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020	27/01/2022

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	20
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	4628
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1389
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	1277
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	30
File Description	Documents
Data Template	View File

3.2	00
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	48
Total number of Classrooms and Seminar halls	
4.2	118.51
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	136
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

i. Departments hold meeting at the end of a semester in which topics in the syllabus are distributed to the teachers for next semester. Copy of syllabus allotment is provided to the Principal, IQAC, all teachers of the department and to students. ii. Departments prepare class routine based on Master Routine prepared by Routine Sub-committee and approved by the Principal. iii. Teachers prepare lectures and mode of teaching according to the syllabus allotted and classes available. iv. In-Charges of a department and the Principal supervise on classes being held according to the routine. v. Teachers use Central Library and Departmental Library for preparation and resources. vi. Teachers encourage students to use the libraries and internet resources - Inlibnet, e-books, e-journals and provide e-resources through various means and personal interaction vii. Every department has separate whatsapp group for teachers and students for discussion on syllabus and counselling even beyond college hours viii. Departments also formulate the Mentor-Mentee system in format provided by IQAC, that records students' academic, social and cultural profile to track progress.

ix. Teachers use various classroom teaching methods depending on subjects taught and requirements of the Department, like - a. Chalk and Blackboard method b. ICT-enabled teaching-learning method.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The institution adhered to the academic calendar including for the conduct of continuous internal evaluation through online mode in COVID-19 Pandemic period. The College implements continuous internal evaluation following Academic Calendar. Two Internal Assessments are mandatory for each Department. The Examination Sub-Committee conducts the Assessments centrally. From 2019-20, the College has initiated reforms based on recommendations of IQAC. Instead of the 2nd traditional Internal Assessment, project-based evaluation system has been introduced in the Honours courses. Departments are also encouraged to evaluate students in non-formal, online, and creative mode like through organizing debates, extempore, group discussion, seminar presentation etc. The college has plan to switch over to the MCQ for evaluation of the General course students. Assessment through OMR sheets for students in CBCS system has also been proposed. Presently all Departments have been conversent with the use of Google Classroom to enroll and monitor students regarding their attendance and Google forms for online examination. This has aided in instant publication of coursewise Award List which has helped in self-appraisal of students also.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://kalyanimahavidyalaya.ac.in/website/uploads/64academic-calendar-2020-2021-9.pdf

1.1.3 - Teachers of the Institution participate in B. Any 3 of the above 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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

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File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

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File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

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

36

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

36

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

1.3 - Curriculum Enrichment

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

Committed to its overall mission of *cura personalis*, Kalyani Mahavidyalaya is in a process of continuous analyses of best methods and practices so as to integrate different cross-cutting issues into the curricula set by the University of Kalyani.

The courses in literature are taught in a fashion so that the gender perspective becomes critically unveiled, liberally interpreted and understood by the students. The Social Science courses include the issue of gender as one of its main foci while imparting knowledge on almost every topic mentioned in their curricula. • Seminars, lectures, and speeches by eminent academicians in different fields are conducted by the departments to increase awareness and understanding of issues like gender equality, exploitation, sexuality etc. so as to spread scientific understanding regarding gender politics as a whole pervading the globe. Students are encouraged to take up gender-related issues as topics of individual

dissertations. • In connection with the curricula, gender-related local and global facts and events, worldwide movements and recent developments are critically discussed.

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

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

3

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

126

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

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	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	https://kalyanimahavidyalaya.ac.in/website/uploads/43stakeholders-feedback-report-2020-21.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2825

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

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

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

1194

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

There is a constant effort, on the part of the administration, to have close interaction between the faculty and students. The Institute identifies the advanced learners and slow learners through a continuous evaluation process of question-answer sessions, problem-solving sessions, home assignments, group discussions and seminars, class tests, assignments, etc. After identifying the slow learners on the basis of their performance in internal examinations, test examinations, other competitive tests as well as through teachers-students interaction; departments also arrange special lectures and tutorials for them. Advanced learners are encouraged to participate in different paper and project exhibitions, poster presentations, seminars, workshops, etc in the university, state, and national levels. Both advanced and slow learners are offered opportunities to participate in debates, seminars, conferences. The College library provides access to various reference books, millions of e-resources through UGC consortia, INFLIBNET to help advanced learners. Each department in the institute also provides e-books to all students, especially slow learners. Departments, through a combination of academic and co-curricular activities, encourage advanced learners and slow learners to optimize their potential. Advanced learners are encouraged to pursue further research on various aspects of the syllabus, and are encouraged to write research papers for journals.

File Description	Documents
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
4628	87

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, as understood and practised by the institution, is any learning that supports students in applying their knowledge and conceptual understanding to real-world problems or authentic situations where the instructor directs and facilitates learning.

Faculty of Science: Laboratory work, Field study, Visit to industries, hospitals, institutes, Students' Seminars, Learning through making visual aids like posters on the area of interest provided to them by the teachers, surveys both quantitative and qualitative in local areas and plan the extension activities of the college to motivate the students to be socially responsible etc.

Faculty of Humanities: Learning language laboratory, Relevant films and other audio-visuals are shown and students are asked to relate these to their topic and form their own individual opinion which is then assessed by the teachers. Students are encouraged to perform spontaneous performance, like theatres and recitation which provide them with a broader understanding of their syllabus. Survey (both quantitative and qualitative) based learning ; Departments regularly conducts surveys in the adjacent areas to provide the students with a better and practical understanding of the diversity and social changes. Excursions, Projects (social issues to environmental issues), Quiz, debates, extempore in the classrooms, Poster presentation, visual aids etc.

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

The college has two fully air conditioned computer laboratory equipped with computers & soft wares. In the first lab which is mainly used by computer science department and there are about 53 computers to run the latest multimedia and programming software. The software that are available in this laboratory for students' use are Turbo C++, Oracle, Linux, and Visual Basic. The 2nd laboratory is set-up with about 35 desktop computers along with different software like SPSS and this lab is used by Department of Commerce, Mathematics, and Statistics. Besides, all the laboratories are equipped with computers for daily use for the students and teachers for ICT presentations. The major area of the campus is Wi-Fi enabled for 'anytime anywhere' access with high speed internet connection to allow the students to access the internet wherever they are. Each student is allowed maximum 25 Mb data after one-time log in. There is a digital language laboratory with desktops & laptops and user-friendly software for students and teachers. The library of our college is digitized in the month of August 2017 with KOHA software (Version 3.2). In Library teachers and students access online books and journals through INFLIBNET.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://kalyanimahavidyalaya.ac.in/website/webpage/pages/ict-materials-1651746725

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

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

2.4 - Teacher Profile and Quality

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

30

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

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

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

19

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

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

2.4.3.1 - Total experience of full-time teachers

30

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The College implements Continuous Internal Evaluation following Academic Calendar. Two Internal Assessments are mandatory for each Department. The Examination Sub-Committee conducts the Assessments centrally. From 2018-19, the College has initiated reforms based on recommendations of IQAC. Instead of the 2nd traditional Internal Assessment, a project-based evaluation system has been introduced in the Honours courses. Departments are also encouraged to evaluate students in non-formal and creative mode like through organizing debates, extempore, group discussion, seminar presentation etc. The college has a plan to switch over to the MCQ for evaluation of the General course students. Assessment through OMR sheets for students in the CBCS system has also been proposed.

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

Mechanism of Internal Assessment is transparent and robust in terms of frequency and variety: The mechanism developed for the purpose of Internal Examination is as under:

- There is an examination sub-committee which in a formal documented meeting decides the specific dates of the examination.
- The evaluations are generally held in the month of September and December every year.
- The dates of the evaluation are so kept to fulfill the objectives of the evaluation.
- The decision is then circulated to the departments through a

notice issued by the authority.

- The departments then prepare the questions, which, after moderation(internal), are sent to the authority.
- The authority arranges for the distribution of the questions in the evaluation centers.
- The teachers of the department invigilate over the evaluation.
- The mechanism is reviewed every academic year and the examination sub-committee is suitably altered in the teachers' council meeting to keep it functional and effective

The college has formed a grievance redressal cell which looks into all examination related grievances. The cell, however, only comes into question if the department fails to redress the grievances of the students.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The communication mechanism includes the delivery of both the content of the course and the associated skills. An optimum accomplishment of outcomes rests on the effectiveness of the communication mechanisms practiced in any institution. There is no 'one-size-fits-all' design. Depending on the nature and background of the learners, a bi-lingual medium of instruction (English and Bengali) is usually adopted for the 1st year students. This is to allow some buffer time for students who were so far trained in vernacular languages at the high school level, to get acquainted with English as the major medium of instruction followed at higher academic levels. Decisions about the communication mode are taken to best meet the needs of the target group of students and the chosen program/ course design.

Seminars and Awareness Campaigns: In order to provide students with a better perspective of the prescribed syllabus and its projection beyond confined classroom sessions, Departmental Seminars are

regularly organized. The invited lectures in these interactive sessions are delivered by resource persons from Universities/ Research Institutes/ Museums/ NGOs etc.

Student Presentations:In this mode, as a part of the peer-led learning approach, the focus of content delivery is shifted from teachers to students.

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

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

Tutorials and Assignments: The introduction of tutorials has created the possibility of a more personal and close interaction between the learners and the teachers. This process, however, is implemented in concurrence with the specialization of the concerned teacher. The method of home assignment apparently gives more freedom to the students. It helps them to gather ideas from different media and sources and finally collate into one coherent thought. All such efforts, therefore, mature into good academic productivity by the learners of the institution. The college bears evidence of the gradual improvement of the overall output of the students. On average, above 84% of the total learners qualify for their examination during the last 5 years. Hence, it can be inferred that there is a remarkable uprise in the pass percentage of students which serves as an indicator of the extent of attainment of the anticipated outcome. Once passed their final examination, the learners of this college are absorbed in different private and public sectors. A large section of the qualified students, however, take admission in the Master's Degree from the concerned affiliating University and other universities in the state and the country.

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**

1367

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

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

https://kalyanimahavidyalaya.ac.in/naac_sss/administrator/final_report.php?session=2020-21

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)**

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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)	View File

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

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

00

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

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

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

4

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

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

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

6

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

2

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

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

Besides its academic mission, Kalyani Mahavidyalaya is dedicated to cater its services towards neighbouring community through various extension programmes, camps etc. with its active NSS team. During the academic session 2020-2021, despite the circumstantial challenges of pandemic era the NSS team organized two Community Awareness Programmes to develop health consciousness and behavioural practices of the mass of the people in neighbouring rural and urban localities. The first Awareness programme was organized on 17th of July 2020, at Kanchrapara and 64NSS volunteers of the college participated enthusiastically in the programme maintaining all the Covid safety protocol. The second awareness Programme was held on 9th of February 2021, at Charbirpara village, and 87NSS volunteers from the college participated in the programme maintaining the Covid protocol as well. On 24th of September 2020 the NSS team of Kalyani

Mahavidyalaya organized a Blood Donation Camp in the college campus (City Centre Complex, Kalyani). Eighty ninevolunteers of the NSS team were actively involved in the said programme and 50 of them participated as the blood donors.

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

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

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

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

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

3

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

387

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

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

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File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year**3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year**

1

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The students have access to adequate teaching learning resources in this college. A whole new wing has been added to the existing four storeyed college building of Kalyani Mahavidyalaya during this pandemic period and other activities of augmentation are in progress. Presently, the building houses 48 well ventilated classrooms (each with seat capacity 40), furnished with installation points for LCD projector and display screen, boards, teacher's table and student's desks, spanning ground, 2nd and 3rd floors.

Fifteen well equipped and fully functional laboratories (each around 722 sq feet) support the undergraduate honours and general practical courses of 8 departments namely, (1) Geography, (2) Chemistry, (3) Physics, (4) Computer Science, (5) Botany, (6) Physiology, (7) Microbiology and (8) Molecular Biology and Biotechnology. The facilities are enriched with several regular-use and sophisticated scientific instruments like Prismatic compass, Dumpy level, Spectrometer, Oscilloscope, Function generator, Kymograph, Dale's apparatus, UV-Vis Spectrophotometer, Colorimeter, Trans-illuminator, Fume hood, Laminar hood, Cold centrifuge, Shaker, Fine weighing balance, Autoclave, Water bath, Ultra-low freezers and refrigerators for storage of reagents, several binocular microscope and light compound microscopes etc, to name a few. The labs have a steady supply of reagents and lab-wares. A dedicated lab attendant takes care of each lab.

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.

The institution, in keeping with its mission and vision, acknowledges the role and significance of sports and cultural activities in the overall character building process of the students. Even in the midst pandemic induced lockdown, this college has encouraged its students to participate in various in-house online cultural activities around the year as well as inter-college, district, state and national level meets to foster feelings of co-operation and fraternity. While outdoor sports events suffered a setback due to covid restrictions, all cultural events and competitions were designed in online mode to engage the pupils. The open-air stage gives the students the liberty to perform in the open air. The cultural and sports activities are held according to academic calendar. 'Antarjatic Bhasha Divas' is celebrated with seminars, special lectures, songs, dances, drama by the students on 21st February every year; International Women's Day is celebrated on 22nd March with awareness building skit, Shrutinatok etc. The Independence Day, Republic Day, Teachers' Day are also celebrated with due respect and veneration. It has ample area where the students engage in outdoor sporting activities like volleyball, badminton, football etc. An annual sports competition is held every year during winter.

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

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

05

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

05

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

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

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

118.51

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Library is known as the heart of any academic institution. It is the powerhouse which has various sources of information through which knowledge is expanded. Keeping in mind this fact, the Central library of Kalyani Mahavidyalaya has been improved and transformed from a manual library to an automated one. In the month of July 2017, KOHA 3.2 was installed in the library. With the help of KOHA acquisition, circulation, patron's information etc. are maintained in the system. Online Public Access Catalogue (OPAC) has also been created in order to help the students find out the books that they require. Books/journals as recommended by different departments are purchased on regular basis. The college library has registered in NLIST (National Library and Information Services Infrastructure for Scholarly Content) programme of INFLIBNET. The N-list programme

provides full-text journal service for more than 3000 journals and also more than 80000 e-books can be accessed free of cost.

Beside it, recently, Central Library has been shifted to a more spacious room to accomodate more number of books and journals. Initiative has been taken to access our Library Catalogue remotelythrough a dedicated website .

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 B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

5900

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

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

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

00

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

The college has two fully air conditioned computer laboratory equipped with computers & softwares. In the first lab which is mainly used by computer science department and there are about 53 computers to run the latest multimedia and programming software. The software that are available in this laboratory for students' use are Turbo C++, Oracle, Linux, Visual Basic. The 2nd laboratory adjacent to the Computer Science laboratory, is equipped with about 35 desktop computers along with different software like SPSS and this lab is used by Department of Commerce and Economics. There is another dedicated computer laboratory for department of Mathematics and Statistics with about 35 desktop computers. Each student is allowed maximum 25 Mb data after one-time log in. The library of our college is digitized in the month of August 2017 with KOHA software (Version 3.2). The library has exclusive computers with internet connection to be used by students and teachers to look up the books that are available in the library and viewing online journals through INFLIBNET. In the office, Student's Ledger software and Cella System is being used for the management of the student data base. The College has sophisticated surveillance, access control, and Biometric Attendance Systems.

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

4.3.2 - Number of Computers

136

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

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

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

105

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Laboratory Our institution nurtures seven departments (Physics, Chemistry, Botany, Microbiology, Molecular Biology & Biotechnology, Computer Science, Geography) that require laboratory facility. The furnishing and decorations of laboratories are at par the scientific standard and safety guidelines as applicable in every subject

concerned. Laboratories are equipped with Information & Communication Technology (ICT) Facilities including computers, projectors, and high-speed internet. There are white white boards and screen to assist teaching and demonstration. All the departments maintain separate stock registers of consumables, glassware, and instruments in due format. Departments maintain a complete list of laboratory asset. Sports facility: The ground can facilitate preliminary level athletic events:including football, cricket, volleyball etc. Computers: Keeping pace with the age of Information & Communication Technology assisted teaching, digital learning and e-resource enabled knowledge sharing. The library has been fully computerized, automated and bar coding system has been enabled with KOHA 3.2 software. Books/journals as recommended by different departments are purchasred on regular basis. The college library has registered in NLIST (National Library and Information Services Infrastructure for Scholarly Content) programme of INFLIBNET. The N-list programme provides full-text journal service for more than 3000 journals and also more than 80000 e-books can be accessed free of cost.

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

1802

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

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

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

601

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

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

C. 2 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

00

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

00

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

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

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

5.2.2.1 - Number of outgoing student progression to higher education

211

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

26

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

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

00

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

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

The college extends support, in every form possible, to the students. Financial support is extended to the students in form of freship at the beginning of every academic session. Govt. scholarships to the Minority, SC, and ST are extended to the college students. The college takes special efforts to ensure that the female students receive support through 'Kanyashree' scheme of the government of West Bengal. Besides, the college awards prizes, medals to students of extraordinary merit in sports and cultural activities. The college allocates a special fund at the beginning of every academic session for the students' council to utilize it for the benefit of the students. Around 400-500 students, every year, upgrade to different programmes. The percentage of progression of students from UG to PG in the previous session is 24% which is higher than the average percentage of progression of the State. Students across different programme regularly participate in the sports & cultural activities of the college and beyond. The college alumni and the departmental alumni remain engaged with the college throughout the year. The alumni help the college by providing important feedback, organizing placement awareness camps etc.

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

00

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

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Alumni Association of Kalyani Mahavidyalaya is known as Kalyani Mahavidyalaya Alumni Association (KMVAA). The permanent office of the Association is Kalyani Mahavidyalaya, City Centre Complex, Kalyani, Nadia-741235. KMVAA has applied for registration in September 2017. The KMVAA has, in its first general meeting, has formed an Executive Committee with five office bearers; it has passed, in its EC meeting and subsequent general meeting, its Rules, Regulations, and Constitution. It has an active Bank Account in Canara Bank, Kalyani. The Secretary, the President, and the Treasurer are the operators of the said account. Since its formation, the Alumni Association has been actively taking part in the overall well-being of the college. Besides the Alumni association has already arranged an annual reunion of the ex-students of the college where the alumni came together and pledged to take part in the overall development of the college. The Alumni Association has met with present students of different departments variously and through active interaction taken stock of the immediate conditions of the departments. For instance, the laboratory facilities of the Microbiology, Biotechnology and Geography Departments were enhanced following the persuasion by the Alumni Association.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs) B. 4 Lakhs - 5Lakhs

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

1. Nature of Governance The College's decision-making process is transparent and participatory. Teachers' Council recommends members to the Governing Body for Committees/Sub-Committees. The Principal encourages Participatory Governance by holding All-Staff Meetings and Teachers' Council Meetings in the Staff Room, with Non-Members allowed as Invitee Members. Academic and administrative matters are advised by the Teachers' Council, and SACTs and nonteaching staff are represented on committees.

General Secretary, Students' Union ensures student participation in GB Information transparency is ensured through the College Website, Proactive Disclosure under Section 4(1)(b) of the RTI Act 2005, and the RTI Cell.

2. Perspective Plans Incorporate and regularly update effective leadership and management strategies

To improve supervision and accountability Involve more stakeholders at all levels in decision-making Encourage more female and non-binary students to join the Students' Union.

Reduce paper usage and implement e-governance in phases

3. Teacher Participation in Governing Bodies Four teachers on the Governing Body TEACHERS PARTICIPATE IN ALL COMMITTEES Teachers want

to foster a caring and supportive environment where students can express their concerns and ideas. Teachers' views on various matters are properly recorded and forwarded to the Governing Body via the Principal. Different Cells are managed by Teachers to advise the Principal.

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.

The vision of Mahavidyalaya is in keeping with the objectives of Higher Education. With this Vision, the institution values voice of stakeholders, and encourages leadership role from internal stakeholders, so that quality parameters and core values are reflected in policies with aim to promote competencies matching national and global requirements. With firm belief in decentralized and participative governance, opinions and ideas on strategic plans are encouraged from internal stakeholders individually or through bodies, and are properly channelized to the Principal and Governing Body for deployment. The leadership - the Principal, Secretary, Teachers' Council, InCharges of Departments and the General Secretary, Students' Union constantly monitors the process through an active feedback evaluation system and Grievance Redressal Cell. Eligible faculty is recruited following government norms, and upgrading of competency is supervised by IQAC. Teachers are encouraged to participate in faculty development programmes in Academic Staff Colleges at the Universities. Skill Development Programmes for internal stakeholders are organized in the College. Inculcating gender sensitiveness in the internal stakeholders is considered of primary importance. Finance Committee plans and recommends Budget for academic and administrative activities, and monitors and supervises optimal utilization of financial resources through internal and mandatory external audits, and adjustment of strategies.

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

With a view to promote awareness and ensure menstrual health and hygiene of women and adolescent girls by ensuring availability of quality sanitary napkins, the Government of West Bengal has decided to install automated sanitary napkin vending machine and incinerators in all academic institution like schools, colleges and universities in the state. The purpose is to promote safe and hygienic sanitary practices among the women and girls. It was observed that in view of social taboo associated with sanitary napkins, a majority of the girls or women feel embarrassed and hesitate to go to the commonly known, manned and often crowded conventional or medicine outlets for sanitary napkins resulting in unsafe practices and use of unhygienic materials during the menstrual period. Disposal of used sanitary napkins has been a very common problem everywhere. To ease access to sanitary napkins, vending machines are being installed in schools, colleges and in public places across West Bengal to create awareness about women's health. In our institution, we also installed two such vending machines on 05/11/2016, a Kolkata-based start-up enterprise implementing the project for HLL Lifecare, a public sector undertaking under the administrative control of the union ministry of health and family welfare.

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.

1. Governing Body: The Governing Body is the highest authority of

the College. The President, Governing Body, is joint signatory of cheques with the principal, and normally chairs all GB Meetings. The Principal is Secretary, GB.

2. Administrative Setup: The Principal is the Head of Office and is in overall charge of the administration of the College.

3. Functions of various Bodies: The Principal administrates the College as per GB formulated policy and with advice of various Bodies, Cells, Teachers' Council and Students' Council, Committees and Sub-Committees, Academic Council, IQAC, Cells (like Minority Cell, SC-ST Cell, RTI Cell, UGC Cell), Bursar, Finance Committee and In-Charges of Departments.

4. Service rules: The powers and duties of the Principal are as per The West Bengal College Teachers (Security of Service) Act, 1975, The West Bengal Universities And Colleges (Administration And Regulation) Act, 2017, University of Kalyani's Statute on Governing Body, and on Teachers and Non-Teaching Staff, and relevant Government Orders.

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

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution has the following effective welfare measures for teachers and non-teaching staff: 1.A credit co-operative society of the regular full-time teachers of the college named as KALYANI MAHAVIDYALAYA EMPLOYEES COOPERATIVE CREDIT SOCIETY LTD. 2.Regular full time teachers are under process of enrolment of West Bengal Health Scheme for Grant in Aid Colleges and University Teachers, 2017. 3."Swasthyasathi"-a govt. health scheme for the ad-hoc teachers and the non-teaching staffs of the colleges. 4.A common welfare fund of the college for the teaching and non-teaching staffs of the college.All the employees of the college maintain a work diary daily according to the works assigned to them along with the Leave statement of each month. In case of any circumstance that causes the assigned work undone, it is immediately recorded in the diary and reported to the principal for further steps. Those diaries are submitted to the Principal for inspection and further strategies are adopted where necessary. The regular process of evaluation and appraisal system improves the work ambiance and helps communicate with the employees and Principal. The monthly work diaries are collected annually and those records are put into the format as per the UGC rules.

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

00

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

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

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

02

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

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

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

07

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

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

Kalyani Mahavidyalaya is a Govt-aided college stands with its own glory and popularity for its democratic administration and student-centric atmosphere. It gives priority to the maintenance of democratic administration and student-centric learning that rises from regular appraisal and evaluation of the teachers, Non-teaching staff, and students. A performance appraisal is a systematic and periodic process that assesses an individual employee's job performance and productivity. In recent years, widespread attention has been given to the function of the formal appraisal process because of the idea that a well designed and implemented appraisal system can create many benefits for organizations. Performance appraisal encourages the accountability and responsibility of its employees. Responsibility and accountability must be aligned at every level of the institution. It improves the performance of the employees. Performance appraisal allows organizations to inform their employees about their rates of growth, their competencies, and their potentials. It enables employees to be intentional in creating their individual developmental goals to help in their personal growth. Kalyani Mahavidyalaya pays much attention to the Performance Appraisal system of the teaching and Nonteaching staff. Skill Development Programs are organized in the institution for students, teachers and non-teaching staff.

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

6.4 - Financial Management and Resource Mobilization

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

The college conducts internal and external audit regularly for every financial year. An audit is necessary for control over the expenses and also the unnecessary use of funds for various purposes. The college is maintaining the audit system internally by the qualified chartered accountants and West Bengal Government appointed an auditor who happens to be the external auditor. The college accounts are audited till the financial year 2016-2017. Accounts of the financial year 2012-13 audited by CA Mrinal Kanti Goswami (Membership No. 53583), he had examined the book of accounts which exhibit the state of affairs of the college. He also examined the Balance Sheet, Income and expenditure and Receipts and payments accounts. The auditor has observed that Building fund and Building development fund should be separately maintained, Valuation of land should be accounted for and depreciation on fixed assets should as per rule. CA Mrinal Kanti Goswami (Membership No. 53583), has audited the accounts of the financial year 2013-14, examined the book of accounts which exhibit the state of affairs of the college. He also examined the Balance Sheet, Income and expenditure and Receipts and payments accounts.

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)

1800

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)	View File

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

Major sources of funds of the college are as follows: The major source of college fund is the collection of tuition fees other fees like development fees, building fees etc. from the students. The tuition fees are collected as per state government stipulated fees structure. Balance 50% of the tuition fees is utilized by the college for payment of the salary of Guest Teachers and other regular expenditure. The college receives Grants-in-Aid for the salary of all permanent teachers, State Aided College Teachers (SACT) under the Pay-Packet scheme of the Government of West Bengal. The college also receives grants from UGC for purchasing library books, equipment, laboratory instruments etc., teachers' fellowship and for organizing Seminars. Financial resources are also mobilized through sending proposals and receiving funds from local MP, MLA. To enhance the quality of education and to promote the learner-centered environment, steps were taken to make the classrooms ICT enabled. One virtual classroom (room no 306) was arranged in the institution using the Govt Grant.

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

The IQAC of Kalyani Mahavidyalaya has taken several initiatives for the betterment of the Institution. Among those initiatives two best practices are 1. SANITARY NAPKIN VENDING MACHINES AND INCINERATORS INSTALLATION : To facilitate the unhindered participation of female

students and teaching and non-teaching staff in college activities two(2) Sanitary napkin vending machines have been installed in the ladies toilets. Special mention must be made here that used sanitary pads are generally disposed with mixed waste or with dry waste and simply dumped in landfill site which creates health hazards to sanitation staff of the institution and ragpickers. To avoid such kind of serious problem the IQAC has taken initiative to install two incinerators in the ladies' toilets for hygienic and scientific disposal of soiled sanitary napkins. 1.WASTE DISPOSAL SYSTEM : Inspired by Swatchh Bharat mission and Nirmal Bangla mission as well, IQAC has taken several steps to create awareness among the whole community of the institution for ensuring the proper disposal of waste through leaflets, banners etc. For the purpose garbage are segregated first into three categories i) Biodegradable, ii) non-bio-degradable and iii) hazardous, before disposal. Green, Blue, and Red colour dustbins have placed in different points of the college Campus.

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

1. Bio-Metric Attendance 2. Boundary Wall 3. CCTV Surveillance 4. Renovation of office, Teachers room, and Principal's chamber 5. Maintenance of Canteen 6. Maintenance of Playground 7. Maintenance of Sanitary napkin vending machine and incinerators 8. Annual maintenance and upgradation of Water purifier and cooler on all the floors 13. Increase in the number of computers 14. Updation and maintenance of Internet facility 15. Increasing the number of books in Library 16. Continuation of Digitization of Library 17. Continuation of Access to e-Resource 18. Conducting Webinars 19. Encouraging and promoting Research Activities 20. Skill Development Program 21. Monitoring the conduction ICT based classes 22. Renovation of laboratories 23. On-line admission 24. Sustaining Waste Disposal Management 25. Conducting Different Awareness Programs:

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)

C. Any 2 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution prioritises gender equality. To this end, the institution has adopted measures like fostering a gender-sensitive campus, adopting a policy of zero tolerance towards any incidents of gender insensitivity or repression, providing space and freedom for members of all genders with separate physical facilities, equal scope and opportunities prioritising girls to build leadership ability, etc. The Gender Sensitization Cell and Sexual Harassment Cell implement these policies. The institution maintains a Committee Against Sexual Harassment of Women (CASH), which recommends the ICC (Internal Compliance Committee) every year. Its members comprise teaching and non-teaching personnel, students, and recognised

external members with experience in medical science and legal concerns. Flexes and banners on campus are used to promote legal awareness regarding sexual harassment's. Seminars are held to raise awareness about gender equity, sexual harassment, and anti-harassment measures, and to urge all campus members to report harassment. Grievance Redressal Cell analyses, addresses, and solves student grievances.

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

C. Any 2 of the above

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

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

Solid waste: Kalyani Mahavidyalaya has an established protocol for managing the disposal of solid waste in environment and health friendly manner. The solid waste is divided into three groups namely Biodegradable waste, Non-biodegradable waste, and Biohazards/Toxic waste. Three separately colour coded bins with proper labelling have been supplied to the laboratories and other parts of the college campus. No infectious or hospital-borne waste/biohazards is generated in the institution. The college has done adequate campaigning through banners and awareness manual for all. The college has installed incinerators in ladies toilet to provide a

healthy waste disposal environment and has made students aware to use the same.

Liquid waste: Liquid waste is disposed of through the proper sewage drainage system of the college campus. Chemical liquid waste generated in the college is too less and properly diluted before disposal.

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

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

D. Any 1 of the above

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 with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	View File

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

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

C. Any 2 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

A. Any 4 or all of the above

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

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

The college organized and conducted several online activities to build and promote an environment for ethical and cultural values among the students and staffs to build a nation of youth who are noble in their attitude and responsible citizens. The college teachers and staffs jointly celebrate the cultural and regional festivals, like Independence Day, World Environment Day, Fresher's welcome, Teacher's Day, Orientation and Farewell program, Induction program, NSS Rally, Plantation, Youth day, Women's Day, Yoga day, ritual activities e.g. Saraswati Puja are performed in the campus to generate the feeling of oneness and social harmony. Motivational lectures of eminent persons of the field are arranged for all-round development of the students for their personality development and to make them responsible citizens following the national values of social and communal harmony and national integration. All programmes conducted in online mode due to pandemic situation. Besides academic and cultural activities, the college has built up many strong infrastructures for a variety of sports activities for the physical development of the students. In this way the institute's efforts/initiatives in providing an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic, and other diversities.

File Description	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

Kalyani Mahavidyalaya organises programmes to promote citizens' rights, duties, and responsibilities. The College organizes national identity and symbol awareness activities. These involve Fundamental Duties and Rights.

On August 15, the college celebrates Independence Day. On this day, a flag-raising ceremony is followed by the National Anthem. Principal Madam talks about freedom and India's freedom struggle. Different cultural programmes and events highlight liberty, equality, justice, and fraternity. NCC and NSS volunteers held a parade. Kalyani Mahavidyalaya celebrates Republic Day on the campus every year on January 26 to honour when India's constitution took effect. Constitution Day celebrates the document. All college stakeholders swear to uphold the constitution. Following are the events that are organized in connection with this motive of sensitization to values, rights, duties and responsibilities:

- Republic Day
- Independence Day
- Gandhi Jayanti
- International Yoga Day
- International Women's Day
- International Mother Language Day
- National Science Day
- National Mathematics Day

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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

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

Kalyani Mahavidyalaya, with aim towards developing students into responsible, accountable citizens encourages and organizes activities that foster greater values of life such as, love, integrity, solidarity, fraternity, and patriotism within their personalities. We celebrate our Independence Day each year with great honour. The head of the institution hoists the national flag. Our students perform march past and offer salutation to the Nation. A cultural programme is organized in the memory of Indian Freedom Struggle. A similar event is held on the Republic Day. A team of our students represents the college in the centralized programme of Nadia District, West Bengal. Teachers' Day is observed to commemorate the birth anniversary of Dr. Sarvepalli Radhakrishnan. We celebrate the Birthday anniversary of Rabindranath Tagore and the great Bengali poet Nazrul Islam in May. The academic community stage cultural concert based on creations of these litterateurs. The Birth anniversary of Srinivasa Ramanujan, the Indian Mathematical genius is observed on 22nd December. Seminars on mathematical issues, exhibitions, quiz etc are held.

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.

Institutional Social Responsibilities

- WB State Emergency Relief Fund received Rs. 2.5 lakhs from the college.
- The college administration prepared hand-sanitizer for its staff with the help of several departments (Chemistry, Microbiology, Biotechnology).
- The college provided all employees with face masks and hand sanitizer during the COVID-19 pandemic.
- It organised several webinars and online workshops to help students cope with stress and manage education in the context of COVID 19.
- College students engaged in numerous community services projects to educate residents on basic hygiene practises.
- In the midst of the COVID-19 Pandemic, students distributed kits containing dry food and stationery to needy children in the neighbourhood.

Adaptation to Online Teaching-Learning and Administration Process

The academic and administrative staffs of college overcame the following challenges:

- Teachers took online classes from home or college as needed.
- The results of all examinations and assessments were published online.
- The Government and affiliating University required no physical presence of students or teachers during the process of admission for the 2021-22 academic year.
- To introduce teachers and non-teaching staff to online teaching-learning and administrative procedures, IQAC conducted appropriate training.
- The college ensured smooth administrative functioning through online uploading and notice distribution via website, WhatsApp groups, and email.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

The College is located in the heart of a developed city, Kalyani, however, it caters to the educational need of surrounding rural and developing areas. Many pupils are first generation college students. The College Authority and faculties gladly take this challenge in positive spirit in the larger interest of society and nation. The College pledges to sustain the success rate and improve more. Several students have shown academic excellence in overall results of the university. True to its vision priority and thrust, faculties are friendly to learners and counsel when needed. Learners have access to faculties beyond class hours, and they can discuss their problems within the comfort zone. There is formal machinery for Students' Counselling and Career Counselling, yet the College recognizes that all faculties are counselors. The College takes joyful credit that some students have marked distinction in the arena of national level sports. The College is particularly glad when it is learned that the students have successfully passed university examination and also got the job. The College is glad when the Alumni inform or information is received from other sources that ex-students have been successful in their personal life, procured jobs and are well established.

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

i. Departments hold meeting at the end of a semester in which topics in the syllabus are distributed to the teachers for next semester. Copy of syllabus allotment is provided to the Principal, IQAC, all teachers of the department and to students.

ii. Departments prepare class routine based on Master Routine prepared by Routine Sub-committee and approved by the Principal.

iii. Teachers prepare lectures and mode of teaching according to the syllabus allotted and classes available.

iv. In-Charges of a department and the Principal supervise on classes being held according to the routine.

v. Teachers use Central Library and Departmental Library for preparation and resources.

vi. Teachers encourage students to use the libraries and internet resources - Inflibnet, e-books, ejournals and provide e-resources through various means and personal interaction

vii. Every department has separate whatsapp group for teachers and students for discussion on syllabus and counselling even beyond college hours

viii. Departments also formulate the Mentor-Mentee system in format provided by IQAC, that records students' academic, social and cultural profile to track progress.

ix. Teachers use various classroom teaching methods depending on subjects taught and requirements of the Department, like -

a. Chalk and Blackboard method

b. ICT-enabled teaching-learning method.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The institution adhered to the academic calendar including for the conduct of continuous internal evaluation through online mode in COVID-19 Pandemic period. The College implements continuous internal evaluation following Academic Calendar. Two Internal Assessments are mandatory for each Department. The Examination

Sub-Committee conducts the Assessments centrally. From 2019-20, the College has initiated reforms based on recommendations of IQAC. Instead of the 2nd traditional Internal Assessment, project-based evaluation system has been introduced in the Honours courses. Departments are also encouraged to evaluate students in non-formal, online, and creative mode like through organizing debates, extempore, group discussion, seminar presentation etc. The college has plan to switch over to the MCQ for evaluation of the General course students. Assessment through OMR sheets for students in CBCS system has also been proposed. Presently all Departments have been conversent with the use of Google Classroom to enroll and monitor students regarding their attendance and Google forms for online examination. This has aided in instant publication of coursewise Award List which has helped in self-appraisal of students also.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://kalyanimahavidyalaya.ac.in/website/uploads/64academic-calendar-2020-2021-9.pdf

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

00

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

00

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

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

36

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

36

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

1.3 - Curriculum Enrichment

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

Committed to its overall mission of cura personalis, Kalyani Mahavidyalaya is in a process of continuous analyses of best methods and practices so as to integrate different cross-cutting issues into the curricula set by the University of Kalyani.

The courses in literature are taught in a fashion so that the gender perspective becomes critically unveiled, liberally interpreted and understood by the students. The Social Science courses include the issue of gender as one of its main foci while imparting knowledge on almost every topic mentioned in their curricula. • Seminars, lectures, and speeches by eminent academicians in different fields are conducted by the departments to increase awareness and understanding of issues like gender equality, exploitation, sexuality etc. so as to spread scientific understanding regarding gender politics as a whole pervading the globe. Students are encouraged to take up gender-related issues as topics of individual dissertations. • In connection with the curricula, gender-related local and global facts and events, worldwide movements and recent developments are critically discussed.

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

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

3

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

126

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	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	https://kalyanimahavidyalaya.ac.in/website/uploads/43stakeholders-feedback-report-2020-21.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2825

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

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

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

1194

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

There is a constant effort, on the part of the administration, to have close interaction between the faculty and students. The Institute identifies the advanced learners and slow learners through a continuous evaluation process of question-answer sessions, problem-solving sessions, home assignments, group discussions and seminars, class tests, assignments, etc. After identifying the slow learners on the basis of their performance in internal examinations, test examinations, other competitive tests as well as through teachers-students interaction; departments also arrange special lectures and tutorials for them. Advanced learners are encouraged to participate in different paper and project exhibitions, poster presentations, seminars, workshops, etc in the university, state, and national levels. Both advanced and slow learners are offered opportunities to participate in debates, seminars, conferences. The College library provides access to various reference books, millions of e-resources through UGC consortia, INFLIBNET to help advanced learners. Each department in the institute also provides e-books to all students, especially slow learners. Departments, through a combination of academic and co-curricular activities, encourage advanced learners and slow learners to optimize their potential. Advanced learners are encouraged to pursue further research on various aspects of the syllabus, and are encouraged to write research papers for journals.

File Description	Documents
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
4628	87

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, as understood and practised by the institution, is any learning that supports students in applying their knowledge and conceptual understanding to real-world problems or authentic situations where the instructor directs and facilitates learning.

Faculty of Science: Laboratory work, Field study, Visit to industries, hospitals, institutes, Students' Seminars, Learning through making visual aids like posters on the area of interest provided to them by the teachers, surveys both quantitative and qualitative in local areas and plan the extension activities of the college to motivate the students to be socially responsible etc.

Faculty of Humanities: Learning language laboratory, Relevant films and other audio-visuals are shown and students are asked to relate these to their topic and form their own individual opinion which is then assessed by the teachers. Students are encouraged to perform spontaneous performance, like theatres and recitation which provide them with a broader understanding of their syllabus. Survey (both quantitative and qualitative) based learning ; Departments regularly conducts surveys in the adjacent areas to provide the students with a better and practical understanding of the diversity and social changes. Excursions, Projects (social issues to environmental issues), Quiz, debates, extempore in the classrooms, Poster presentation, visual aids etc.

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

The college has two fully air conditioned computer laboratory equipped with computers & soft wares. In the first lab which is mainly used by computer science department and there are about 53 computers to run the latest multimedia and programming software. The software that are available in this laboratory for students' use are Turbo C++, Oracle, Linux, and Visual Basic. The 2nd laboratory is set-up with about 35 desktop computers along with different software like SPSS and this lab is used by Department of Commerce, Mathematics, and Statistics. Besides, all the laboratories are equipped with computers for daily use for the students and teachers for ICT presentations. The major area of the campus is Wi-Fi enabled for 'anytime anywhere' access with high speed internet connection to allow the students to access the internet wherever they are. Each student is allowed maximum 25 Mb data after one-time log in. There is a digital language laboratory with desktops & laptops and user-friendly software for students and teachers. The library of our college is digitized in the month of August 2017 with KOHA software (Version 3.2). In Library teachers and students access online books and journals through INFLIBNET.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://kalyanimahavidyalaya.ac.in/website/website/pages/ict-materials-1651746725

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

87

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

2.4 - Teacher Profile and Quality

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

30

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

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

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

19

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

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

2.4.3.1 - Total experience of full-time teachers

30

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The College implements Continuous Internal Evaluation following Academic Calendar. Two Internal Assessments are mandatory for each Department. The Examination Sub-Committee conducts the Assessments centrally. From 2018-19, the College has initiated reforms based on recommendations of IQAC. Instead of the 2nd traditional Internal Assessment, a project-based evaluation system has been introduced in the Honours courses. Departments are also encouraged to evaluate students in non-formal and creative mode like through organizing debates, extempore, group discussion, seminar presentation etc. The college has a plan to switch over to the MCQ for evaluation of the General course students. Assessment through OMR sheets for students in the CBCS system has also been proposed.

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

Mechanism of Internal Assessment is transparent and robust in terms of frequency and variety: The mechanism developed for the purpose of Internal Examination is as under:

- There is an examination sub-committee which in a formal documented meeting decides the specific dates of the examination.
- The evaluations are generally held in the month of September and December every year.

- The dates of the evaluation are so kept to fulfill the objectives of the evaluation.
- The decision is then circulated to the departments through a notice issued by the authority.
- The departments then prepare the questions, which, after moderation(internal), are sent to the authority.
- The authority arranges for the distribution of the questions in the evaluation centers.
- The teachers of the department invigilate over the evaluation.
- The mechanism is reviewed every academic year and the examination sub-committee is suitably altered in the teachers' council meeting to keep it functional and effective

The college has formed a grievance redressal cell which looks into all examination related grievances. The cell, however, only comes into question if the department fails to redress the grievances of the students.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The communication mechanism includes the delivery of both the content of the course and the associated skills. An optimum accomplishment of outcomes rests on the effectiveness of the communication mechanisms practiced in any institution. There is no 'one-size-fits-all' design. Depending on the nature and background of the learners, a bi-lingual medium of instruction (English and Bengali) is usually adopted for the 1st year students. This is to allow some buffer time for students who were so far trained in vernacular languages at the high school level, to get acquainted with English as the major medium of instruction followed at higher academic levels. Decisions about the communication mode are taken to best meet the needs of the target

group of students and the chosen program/ course design.

Seminars and Awareness Campaigns:In order to provide students with a better perspective of the prescribed syllabus and its projection beyond confined classroom sessions, Departmental Seminars are regularly organized. The invited lectures in these interactive sessions are delivered by resource persons from Universities/ Research Institutes/ Museums/ NGOs etc.

Student Presentations:In this mode, as a part of the peer-led learning approach, the focus of content delivery is shifted from teachers to students.

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

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

Tutorials and Assignments: The introduction of tutorials has created the possibility of a more personal and close interaction between the learners and the teachers. This process, however, is implemented in concurrence with the specialization of the concerned teacher. The method of home assignment apparently gives more freedom to the students. It helps them to gather ideas from different media and sources and finally collate into one coherent thought. All such efforts, therefore, mature into good academic productivity by the learners of the institution. The college bears evidence of the gradual improvement of the overall output of the students. On average, above 84% of the total learners qualify for their examination during the last 5 years. Hence, it can be inferred that there is a remarkable uprise in the pass percentage of students which serves as an indicator of the extent of attainment of the anticipated outcome. Once passed their final examination, the learners of this college are absorbed in different private and public sectors. A large section of the qualified students, however, take admission in the Master's Degree from the concerned affiliating University and other universities in the state and the country.

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

1367

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

2.7 - Student Satisfaction Survey

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

https://kalyanimahavidyalaya.ac.in/naac_sss/administrator/final_report.php?session=2020-21

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)

00

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)	View File

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

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

00

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

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

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

4

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year**3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

6

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

2

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

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

Besides its academic mission, Kalyani Mahavidyalaya is dedicated to cater its services towards neighbouring community through various extension programmes, camps etc. with its active NSS team. During the academic session 2020-2021, despite the circumstantial challenges of pandemic era the NSS team organized two Community Awareness Programmes to develop health consciousness and behavioural practices of the mass of the people

in neighbouring rural and urban localities. The first Awareness programme was organized on 17th of July 2020, at Kanchrapara and 64NSS volunteers of the college participated enthusiastically in the programme maintaining all the Covid safety protocol. The second awareness Programme was held on 9th of February 2021, at Charbirpara village, and 87NSS volunteers from the college participated in the programme maintaining the Covid protocol as well. On 24th of September 2020 the NSS team of Kalyani Mahavidyalaya organized a Blood Donation Camp in the college campus (City Centre Complex, Kalyani). Eighty ninevolunteers of the NSS team were actively involved in the said programme and 50 of them participated as the blood donors.

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

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

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

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

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

3

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

387

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

3.4 - Collaboration

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

00

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

1

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

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

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

The students have access to adequate teaching learning resources in this college. A whole new wing has been added to the existing four storeyed college building of Kalyani Mahavidyalaya during this pandemic period and other activities of augmentation are in progress. Presently, the building houses 48 well ventilated classrooms (each with seat capacity 40), furnished with installation points for LCD projector and display screen, boards, teacher's table and student's desks, spanning ground, 2nd and 3rd floors.

Fifteen well equipped and fully functional laboratories (each around 722 sq feet) support the undergraduate honours and general practical courses of 8 departments namely, (1) Geography, (2) Chemistry, (3) Physics, (4) Computer Science, (5) Botany, (6) Physiology, (7) Microbiology and (8) Molecular Biology and Biotechnology. The facilities are enriched with several regular-use and sophisticated scientific instruments like Prismatic compass, Dumpy level, Spectrometer, Oscilloscope, Function generator, Kymograph, Dale's apparatus, UV-Vis Spectrophotometer, Colorimeter, Trans-illuminator, Fume hood, Laminar hood, Cold centrifuge, Shaker, Fine weighing balance, Autoclave, Water bath, Ultra-low freezers and refrigerators for storage of reagents, several binocular microscope and light compound microscopes etc, to name a few. The labs have a steady supply of reagents and lab-

wares. A dedicated lab attendant takes care of each lab.

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.

The institution, in keeping with its mission and vision, acknowledges the role and significance of sports and cultural activities in the overall character building process of the students. Even in the midst pandemic induced lockdown, this college has encouraged its students to participate in various in-house online cultural activities around the year as well as inter-college, district, state and national level meets to foster feelings of co-operation and fraternity. While outdoor sports events suffered a setback due to covid restrictions, all cultural events and competitions were designed in online mode to engage the pupils. The open-air stage gives the students the liberty to perform in the open air. The cultural and sports activities are held according to academic calendar. Antartatik Bhasha Divas' is celebrated with seminars, special lectures, songs, dances, drama by the students on 21st February every year; International Women's Day is celebrated on 22nd March with awareness building skit, Shrutinatok etc. The Independence Day, Republic Day, Teachers' Day are also celebrated with due respect and veneration. It has ample area where the students engage in outdoor sporting activities like volleyball, badminton, football etc. An annual sports competition is held every year during winter.

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

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

05	
4.1.3.1 - Number of classrooms and seminar halls with ICT facilities	
05	
File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File
4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)	
4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)	
118.51	
File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File
4.2 - Library as a Learning Resource	
4.2.1 - Library is automated using Integrated Library Management System (ILMS)	
<p>Library is known as the heart of any academic institution. It is the powerhouse which has various sources of information through which knowledge is expanded. Keeping in mind this fact, the Central library of Kalyani Mahavidyalaya has been improved and transformed from a manual library to an automated one. In the month of July 2017, KOHA 3.2 was installed in the library. With the help of KOHA acquisition, circulation, patron's information etc. are maintained in the system. Online Public Access Catalogue</p>	

(OPAC) has also been created in order to help the students find out the books that they require. Books/journals as recommended by different departments are purchased on regular basis. The college library has registered in NLIST (National Library and Information Services Infrastructure for Scholarly Content) programme of INFLIBNET. The N-list programme provides full-text journal service for more than 3000 journals and also more than 80000 e-books can be accessed free of cost.

Beside it, recently, Central Library has been shifted to a more spacious room to accommodate more number of books and journals. Initiative has been taken to access our Library Catalogue remotely through a dedicated website .

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

B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

5900

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

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

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

00

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

The college has two fully air conditioned computer laboratory equipped with computers & softwares. In the first lab which is mainly used by computer science department and there are about 53 computers to run the latest multimedia and programming software. The software that are available in this laboratory for students' use are Turbo C++, Oracle, Linux, Visual Basic. The 2nd laboratory adjacent to the Computer Science laboratory, is equipped with about 35 desktop computers along with different software like SPSS and this lab is used by Department of Commerce and Economics. There is another dedicated computer laboratory for department of Mathematics and Statistics with about 35 desktop computers. Each student is allowed maximum 25 Mb data after one-time log in. The library of our college is digitized in the month of August 2017 with KOHA software (Version 3.2). The library has exclusive computers with internet connection to be used by students and teachers to look up the books that are available in the library and viewing online journals through INFLIBNET. In the office, Student's Ledger software and Cella System is being used for the management of the student data base. The College has sophisticated surveillance, access control, and Biometric Attendance Systems.

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

4.3.2 - Number of Computers

136

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

105

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Laboratory Our institution nurtures seven departments (Physics, Chemistry, Botany, Microbiology, Molecular Biology & Biotechnology, Computer Science, Geography) that require laboratory facility. The furnishing and decorations of laboratories are at par the scientific standard and safety guidelines as applicable in every subject concerned. Laboratories are equipped with Information & Communication Technology (ICT) Facilities including computers, projectors, and high-speed internet. There are white white boards and screen to assist teaching and demonstration. All the departments maintain separate stock registers of consumables, glassware, and instruments in due format. Departments maintain a complete list of laboratory asset.

Sports facility: The ground can facilitate preliminary level athletic events:including football, cricket, volleyball etc.

Computers: Keeping pace with the age of Information & Communication Technology assisted teaching, digital learning and e-resource enabled knowledge sharing. The library has been fully computerized, automated and bar coding system has been enabled with KOHA 3.2 software. Books/journals as recommended by different departments are purchasded on regular basis. The college library has registered in NLIST (National Library and Information Services Infrastructure for Scholarly Content) programme of INFLIBNET. The N-list programme provides full-text journal service for more than 3000 journals and also more than 80000 e-books can be accessed free of cost.

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

1802

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
601	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	C. 2 of the above
File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

00

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

00

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

00	
File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File
5.2.2 - Number of students progressing to higher education during the year	
5.2.2.1 - Number of outgoing student progression to higher education	
211	
File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File
5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)	
5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year	
26	
File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
5.3 - Student Participation and Activities	
5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year	
5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.	

00

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

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

The college extends support, in every form possible, to the students. Financial support is extended to the students in form of freeship at the beginning of every academic session. Govt. scholarships to the Minority, SC, and ST are extended to the college students. The college takes special efforts to ensure that the female students receive support through 'Kanyashree' scheme of the government of West Bengal. Besides, the college awards prizes, medals to students of extraordinary merit in sports and cultural activities. The college allocates a special fund at the beginning of every academic session for the students' council to utilize it for the benefit of the students. Around 400-500 students, every year, upgrade to different programmes. The percentage of progression of students from UG to PG in the previous session is 24% which is higher than the average percentage of progression of the State. Students across different programme regularly participate in the sports & cultural activities of the college and beyond. The college alumni and the departmental alumni remain engaged with the college throughout the year. The alumni help the college by providing important feedback, organizing placement awareness camps etc.

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

00

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

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Alumni Association of Kalyani Mahavidyalaya is known as Kalyani Mahavidyalaya Alumni Association (KMVAA). The permanent office of the Association is Kalyani Mahavidyalaya, City Centre Complex, Kalyani, Nadia-741235. KMVAA has applied for registration in September 2017. The KMVAA has, in its first general meeting, has formed an Executive Committee with five office bearers; it has passed, in its EC meeting and subsequent general meeting, its Rules, Regulations, and Constitution. It has an active Bank Account in Canara Bank, Kalyani. The Secretary, the President, and the Treasurer are the operators of the said account. Since its formation, the Alumni Association has been actively taking part in the overall well-being of the college. Besides the Alumni association has already arranged an annual reunion of the ex-students of the college where the alumni came together and pledged to take part in the overall development of the college. The Alumni Association has met with present students of different departments variously and through active interaction taken stock of the immediate conditions of the departments. For instance, the laboratory facilities of the Microbiology, Biotechnology and Geography Departments were enhanced following the persuasion by the Alumni Association.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded
5.4.2 - Alumni contribution during the year (INR in Lakhs)	B. 4 Lakhs - 5Lakhs
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	
<p>1. Nature of Governance The College's decision-making process is transparent and participatory. Teachers' Council recommends members to the Governing Body for Committees/Sub-Committees. The Principal encourages Participatory Governance by holding All-Staff Meetings and Teachers' Council Meetings in the Staff Room, with Non-Members allowed as Invitee Members. Academic and administrative matters are advised by the Teachers' Council, and SACTs and nonteaching staff are represented on committees.</p> <p>General Secretary, Students' Union ensures student participation in GB Information transparency is ensured through the College Website, Proactive Disclosure under Section 4(1)(b) of the RTI Act 2005, and the RTI Cell.</p> <p>2. PerspectivePlans Incorporate and regularly update effective leadership and management strategies</p> <p>To improve supervision and accountability Involve more stakeholders at all levels in decision-making Encourage more female and non-binary students to join the Students' Union.</p> <p>Reduce paper usage and implement e-governance in phases</p> <p>3. Teacher Participation in Governing Bodies Four teachers on the Governing Body TEACHERS PARTICIPATE IN ALL COMMITTEES Teachers</p>	

want to foster a caring and supportive environment where students can express their concerns and ideas. Teachers' views on various matters are properly recorded and forwarded to the Governing Body via the Principal. Different Cells are managed by Teachers to advise the Principal.

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.

The vision of Mahavidyalaya is in keeping with the objectives of Higher Education. With this Vision, the institution values voice of stakeholders, and encourages leadership role from internal stakeholders, so that quality parameters and core values are reflected in policies with aim to promote competencies matching national and global requirements. With firm belief in decentralized and participative governance, opinions and ideas on strategic plans are encouraged from internal stakeholders individually or through bodies, and are properly channelized to the Principal and Governing Body for deployment. The leadership - the Principal, Secretary, Teachers' Council, InCharges of Departments and the General Secretary, Students' Union constantly monitors the process through an active feedback evaluation system and Grievance Redressal Cell. Eligible faculty is recruited following government norms, and upgrading of competency is supervised by IQAC. Teachers are encouraged to participate in faculty development programmes in Academic Staff Colleges at the Universities. Skill Development Programmes for internal stakeholders are organized in the College. Inculcating gender sensitiveness in the internal stakeholders is considered of primary importance. Finance Committee plans and recommends Budget for academic and administrative activities, and monitors and supervises optimal utilization of financial resources through internal and mandatory external audits, and adjustment of strategies.

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

With a view to promote awareness and ensure menstrual health and hygiene of women and adolescent girls by ensuring availability of quality sanitary napkins, the Government of West Bengal has decided to install automated sanitary napkin vending machine and incinerators in all academic institution like schools, colleges and universities in the state. The purpose is to promote safe and hygienic sanitary practices among the women and girls. It was observed that in view of social taboo associated with sanitary napkins, a majority of the girls or women feel embarrassed and hesitate to go to the commonly known, manned and often crowded conventional or medicine outlets for sanitary napkins resulting in unsafe practices and use of unhygienic materials during the menstrual period. Disposal of used sanitary napkins has been a very common problem everywhere. To ease access to sanitary napkins, vending machines are being installed in schools, colleges and in public places across West Bengal to create awareness about women's health. In our institution, we also installed two such vending machines on 05/11/2016, a Kolkata-based start-up enterprise implementing the project for HLL Lifecare, a public sector undertaking under the administrative control of the union ministry of health and family welfare.

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.

1. **Governing Body:** The Governing Body is the highest authority of

the College. The President, Governing Body, is joint signatory of cheques with the principal, and normally chairs all GB Meetings. The Principal is Secretary, GB.

2. Administrative Setup: The Principal is the Head of Office and is in overall charge of the administration of the College.

3. Functions of various Bodies: The Principal administrates the College as per GB formulated policy and with advice of various Bodies, Cells, Teachers' Council and Students' Council, Committees and Sub-Committees, Academic Council, IQAC, Cells (like Minority Cell, SC-ST Cell, RTI Cell, UGC Cell), Bursar, Finance Committee and In-Charges of Departments.

4. Service rules: The powers and duties of the Principal are as per The West Bengal College Teachers (Security of Service) Act, 1975, The West Bengal Universities And Colleges (Administration And Regulation) Act, 2017, University of Kalyani's Statute on Governing Body, and on Teachers and Non-Teaching Staff, and relevant Government Orders.

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

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution has the following effective welfare measures for teachers and non-teaching staff: 1.A credit co-operative society of the regular full-time teachers of the college named as KALYANI MAHAVIDYALAYA EMPLOYEES COOPERATIVE CREDIT SOCIETY LTD. 2.Regular full time teachers are under process of enrolment of West Bengal Health Scheme for Grant in Aid Colleges and University Teachers, 2017. 3."Swasthyasathi"-a govt. health scheme for the ad-hoc teachers and the non-teaching staffs of the colleges. 4.A common welfare fund of the college for the teaching and non-teaching staffs of the college.All the employees of the college maintain a work diary daily according to the works assigned to them along with the Leave statement of each month. In case of any circumstance that causes the assigned work undone, it is immediately recorded in the diary and reported to the principal for further steps. Those diaries are submitted to the Principal for inspection and further strategies are adopted where necessary. The regular process of evaluation and appraisal system improves the work ambiance and helps communicate with the employees and Principal. The monthly work diaries are collected annually and those records are put into the format as per the UGC rules.

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

00

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

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

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

02

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

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

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

07

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

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

Kalyani Mahavidyalaya is a Govt-aided college stands with its own glory and popularity for its democratic administration and student-centric atmosphere. It gives priority to the maintenance of democratic administration and student-centric learning that rises from regular appraisal and evaluation of the teachers, Non-teaching staff, and students. A performance appraisal is a systematic and periodic process that assesses an individual employee's job performance and productivity. In recent years, widespread attention has been given to the function of the formal appraisal process because of the idea that a well designed and implemented appraisal system can create many benefits for organizations. Performance appraisal encourages the accountability and responsibility of its employees. Responsibility and accountability must be aligned at every level of the institution. It improves the performance of the employees. Performance appraisal allows organizations to inform their employees about their rates of growth, their competencies, and their potentials. It enables employees to be intentional in creating their individual developmental goals to help in their personal growth. Kalyani Mahavidyalaya pays much attention to the Performance Appraisal system of the teaching and Nonteaching staff. Skill Development Programs are organized in the institution for students, teachers and non-teaching staff.

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

6.4 - Financial Management and Resource Mobilization

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

The college conducts internal and external audit regularly for every financial year. An audit is necessary for control over the expenses and also the unnecessary use of funds for various purposes. The college is maintaining the audit system internally by the qualified chartered accountants and West Bengal Government appointed an auditor who happens to be the external auditor. The college accounts are audited till the financial year 2016-2017. Accounts of the financial year 2012-13 audited by CA Mrinal Kanti Goswami (Membership No. 53583), he had examined the book of accounts which exhibit the state of affairs of the college. He also examined the Balance Sheet, Income and expenditure and Receipts and payments accounts. The auditor has observed that Building fund and Building development fund should be separately maintained, Valuation of land should be accounted for and depreciation on fixed assets should as per rule. CA Mrinal Kanti Goswami (Membership No. 53583), has audited the accounts of the financial year 2013-14, examined the book of accounts which exhibit the state of affairs of the college. He also examined the Balance Sheet, Income and expenditure and Receipts and payments accounts.

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)

1800	
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)	View File
6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources	
<p>Major sources of funds of the college are as follows: The major source of college fund is the collection of tuition fees other fees like development fees, building fees etc. from the students. The tuition fees are collected as per state government stipulated fees structure. Balance 50% of the tuition fees is utilized by the college for payment of the salary of Guest Teachers and other regular expenditure. The college receives Grants-in-Aid for the salary of all permanent teachers, State Aided College Teachers (SACT) under the Pay-Packet scheme of the Government of West Bengal. The college also receives grants from UGC for purchasing library books, equipment, laboratory instruments etc., teachers' fellowship and for organizing Seminars. Financial resources are also mobilized through sending proposals and receiving funds from local MP, MLA. To enhance the quality of education and to promote the learner-centered environment, steps were taken to make the classrooms ICT enabled. One virtual classroom (room no 306) was arranged in the institution using the Govt Grant.</p>	
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	
<p>The IQAC of Kalyani Mahavidyalaya has taken several initiatives for the betterment of the Institution. Among those initiatives two best practices are 1. SANITARY NAPKIN VENDING MACHINES AND</p>	

INCINERATORS INSTALLATION : To facilitate the unhindered participation of female students and teaching and non-teaching staff in college activities two(2) Sanitary napkin vending machines have been installed in the ladies toilets. Special mention must be made here that used sanitary pads are generally disposed with mixed waste or with dry waste and simply dumped in landfill site which creates health hazards to sanitation staff of the institution and ragpickers. To avoid such kind of serious problem the IQAC has taken initiative to install two incinerators in the ladies' toilets for hygienic and scientific disposal of soiled sanitary napkins.

1.WASTE DISPOSAL SYSTEM : Inspired by Swatchh Bharat mission and Nirmal Bangla mission as well, IQAC has taken several steps to create awareness among the whole community of the institution for ensuring the proper disposal of waste through leaflets, banners etc. For the purpose garbage are segregated first into three categories i) Biodegradable, ii) non-bio -degradable and iii) hazardous, before disposal. Green, Blue, and Red colour dustbins have placed in different points of the college Campus.

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

1. Bio-Metric Attendance 2. Boundary Wall 3. CCTV Surveillance 4. Renovation of office, Teachers room, and Principal's chamber 5. Maintenance of Canteen 6. Maintenance of Playground 7. Maintenance of Sanitary napkin vending machine and incinerators 8. Annual maintenance and upgradation of Water purifier and cooler on all the floors 13. Increase in the number of computers 14. Updation and maintenance of Internet facility 15. Increasing the number of books in Library 16. Continuation of Digitization of Library 17. Continuation of Access to e-Resource 18. Conducting Webinars 19. Encouraging and promoting Research Activities 20. Skill Development Program 21. Monitoring the conduction ICT based classes 22. Renovation of laboratories 23. On-line admission 24. Sustaining Waste Disposal Management 25. Conducting Different Awareness Programs:

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)

C. Any 2 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution prioritises gender equality. To this end, the institution has adopted measures like fostering a gender-sensitive campus, adopting a policy of zero tolerance towards any incidents of gender insensitivity or repression, providing space and freedom for members of all genders with separate physical facilities, equal scope and opportunities prioritising girls to build leadership ability, etc. The Gender Sensitization Cell and Sexual Harassment Cell implement these policies. The institution maintains a Committee Against Sexual Harassment of Women (CASH), which recommends the ICC (Internal Compliance Committee) every

year. Its members comprise teaching and non-teaching personnel, students, and recognised external members with experience in medical science and legal concerns. Flexes and banners on campus are used to promote legal awareness regarding sexual harassment's. Seminars are held to raise awareness about gender equity, sexual harassment, and anti-harassment measures, and to urge all campus members to report harassment. Grievance Redressal Cell analyses, addresses, and solves student grievances.

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

C. Any 2 of the above

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

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

Solid waste: Kalyani Mahavidyalaya has an established protocol for managing the disposal of solid waste in environment and health friendly manner. The solid waste is divided into three groups namely Biodegradable waste, Non-biodegradable waste, and Biohazards/Toxic waste. Three separately colour coded bins with proper labelling have been supplied to the laboratories and other parts of the college campus. No infectious or hospital-borne waste/biohazards is generated in the institution. The college has done adequate campaigning through banners and awareness manual

for all. The college has installed incinerators in ladies toilet to provide a healthy waste disposal environment and has made students aware to use the same.

Liquid waste: Liquid waste is disposed of through the proper sewage drainage system of the college campus. Chemical liquid waste generated in the college is too less and properly diluted before disposal.

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

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

D. Any 1 of the above

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 with trees and plants**

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	View File

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

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

C. Any 2 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

A. Any 4 or all of the above

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

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

The college organized and conducted several online activities to build and promote an environment for ethical and cultural values among the students and staffs to build a nation of youth who are noble in their attitude and responsible citizens. The college teachers and staffs jointly celebrate the cultural and regional festivals, like Independence Day, World Environment Day, Fresher's welcome, Teacher's Day, Orientation and Farewell program, Induction program, NSS Rally, Plantation, Youth day, Women's Day, Yoga day, ritual activities e.g. Saraswati Puja are performed in the campus to generate the feeling of oneness and social harmony. Motivational lectures of eminent persons of the field are arranged for all-round development of the students for their personality development and to make them responsible citizens following the national values of social and communal harmony and national integration. All programmes conducted in online mode due to pandemic situation. Besides academic and cultural activities, the college has built up many strong infrastructures for a variety of sports activities for the physical development of the students. In this way the institute's efforts/initiatives in providing an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic, and other diversities.

File Description	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

Kalyani Mahavidyalaya organises programmes to promote citizens' rights, duties, and responsibilities. The College organizes national identity and symbol awareness activities. These involve Fundamental Duties and Rights.

On August 15, the college celebrates Independence Day. On this day, a flag-raising ceremony is followed by the National Anthem. Principal Madam talks about freedom and India's freedom struggle. Different cultural programmes and events highlight liberty, equality, justice, and fraternity. NCC and NSS volunteers held a parade. Kalyani Mahavidyalaya celebrates Republic Day on the campus every year on January 26 to honour when India's constitution took effect. Constitution Day celebrates the document. All college stakeholders swear to uphold the constitution. Following are the events that are organized in connection with this motive of sensitization to values, rights, duties and responsibilities:

- Republic Day
- Independence Day
- Gandhi Jayanti
- International Yoga Day
- International Women's Day
- International Mother Language Day
- National Science Day
- National Mathematics Day

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

<p>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</p>	<p>A. All of the above</p>
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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

Kalyani Mahavidyalaya, with aim towards developing students into responsible, accountable citizens encourages and organizes activities that foster greater values of life such as, love, integrity, solidarity, fraternity, and patriotism within their personalities. We celebrate our Independence Day each year with great honour. The head of the institution hoists the national flag. Our students perform march past and offer salutation to the Nation. A cultural programme is organized in the memory of Indian Freedom Struggle. A similar event is held on the Republic Day. A team of our students represents the college in the centralized programme of Nadia District, West Bengal. Teachers' Day is observed to commemorate the birth anniversary of Dr. Sarvepalli Radhakrishnan. We celebrate the Birthday anniversary of Rabindranath Tagore and the great Bengali poet Nazrul Islam in May. The academic community stage cultural concert based on creations of these litterateurs. The Birth anniversary of Srinivasa Ramanujan, the Indian Mathematical genius is observed on 22nd December. Seminars on mathematical issues, exhibitions,

quiz etc are held.

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.

Institutional Social Responsibilities

- WB State Emergency Relief Fund received Rs. 2.5 lakhs from the college.
- The college administration prepared hand-sanitizer for its staff with the help of several departments (Chemistry, Microbiology, Biotechnology).
- The college provided all employees with face masks and hand sanitizer during the COVID-19 pandemic.
- It organised several webinars and online workshops to help students cope with stress and manage education in the context of COVID 19.
- College students engaged in numerous community services projects to educate residents on basic hygiene practises.
- In the midst of the COVID-19 Pandemic, students distributed kits containing dry food and stationery to needy children in the neighbourhood.

Adaptation to Online Teaching-Learning and Administration Process

The academic and administrative staffs of college overcame the following challenges:

- Teachers took online classes from home or college as needed.
- The results of all examinations and assessments were published online.
- The Government and affiliating University required no

physical presence of students or teachers during the process of admission for the 2021-22 academic year.

- To introduce teachers and non-teaching staff to online teaching-learning and administrative procedures, IQAC conducted appropriate training.
- The college ensured smooth administrative functioning through online uploading and notice distribution via website, WhatsApp groups, and email.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

The College is located in the heart of a developed city, Kalyani, however, it caters to the educational need of surrounding rural and developing areas. Many pupils are first generation college students. The College Authority and faculties gladly take this challenge in positive spirit in the larger interest of society and nation. The College pledges to sustain the success rate and improve more. Several students have shown academic excellence in overall results of the university. True to its vision priority and thrust, faculties are friendly to learners and counsel when needed. Learners have access to faculties beyond class hours, and they can discuss their problems within the comfort zone. There is formal machinery for Students' Counselling and Career Counselling, yet the College recognizes that all faculties are counselors. The College takes joyful credit that some students have marked distinction in the arena of national level sports. The College is particularly glad when it is learned that the students have successfully passed university examination and also got the job. The College is glad when the Alumni inform or information is received from other sources that ex-students have been successful in their personal life, procured jobs and are well established.

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

7.3.2 - Plan of action for the next academic year

The college plans the following for implementation in future- 1. Enhancing academic excellence 2. Construction of further floors in the newly constructed right wing of the main college building 3. Planning to construct separate administrative wing. 4. Initiative and construction of Ladies' Hostel 5. Development of students' skill by inculcating core values among them further by imparting value-based education 6. Enhancing social compatibility of the students by giving better opportunity of social interaction through activities of NSS, NCC and the like 7. More Adoption of ward or community or locality under Kalyani Municipality 8. Open NSS Unit- II of the college 9. Sustenance and Enhancement of infrastructural facilities of Library, Laboratories, Divyangjan-friendly infrastructure 10. Implementation of the Learning Management System 11. Formation of a Trekking Club and movie club comprising of teaching, non-teaching staff and students of the college 12. Development of Management Information System 13. Strengthening e-waste management 14. Rain Water Harvesting 15. More effort for Students' Career Counselling and Placement 16. Green Book 17. More Extension Activities 18. Effort for Institution Industry interface 19. Academic and Administrative Audit by External Agency 20. Campus Placement endeavours 21. More skill development programmes for teachers, Non-Teaching Staff and students.