



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

Part A	
<b>Data of the Institution</b>	
<b>1. Name of the Institution</b>	KALYANI MAHAVIDYALAYA
Name of the head of the Institution	DR. RUNU DAS
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03325821390
Mobile no.	9433827071
Registered Email	klymahavidyalaya@gmail.com
Alternate Email	klyiqac@gmail.com
Address	Kalyani Mahavidyalaya, City Centre Complex, Kalyani, Nadia, PIN 741235
City/Town	KALYANI
State/UT	West Bengal
Pincode	741235

<b>2. Institutional Status</b>	
Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Urban</b>
Financial Status	<b>state</b>
Name of the IQAC co-ordinator/Director	<b>DR. SANGHAMITRA ADHYA</b>
Phone no/Alternate Phone no.	<b>03325821390</b>
Mobile no.	<b>7605086452</b>
Registered Email	<b>klymahavidyalaya@gmail.com</b>
Alternate Email	<b>klyiqac@gmail.com</b>

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="http://kalyanimahavidyalaya.net.in/wp-content/uploads/2020/01/AOAR-2017-18.pdf">http://kalyanimahavidyalaya.net.in/wp-content/uploads/2020/01/AOAR-2017-18.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://kalyanimahavidyalaya.net.in/wp-content/uploads/2021/12/KM-ACADEMIC-CALENDER-2019-2020.pdf">http://kalyanimahavidyalaya.net.in/wp-content/uploads/2021/12/KM-ACADEMIC-CALENDER-2019-2020.pdf</a>

<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
<b>1</b>	<b>B</b>	<b>2.08</b>	<b>2018</b>	<b>02-Nov-2018</b>	<b>01-Nov-2023</b>

<b>6. Date of Establishment of IQAC</b>	<b>25-May-2013</b>
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<b>7. Internal Quality Assurance System</b>
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Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
<b>No Data Entered/Not Applicable!!!</b>		
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>No Data Entered/Not Applicable!!!</b>				
<a href="#">View File</a>				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

1 Strengthened MentorMentee system with documentation and contributed to the implementation 2 Opening of NCC UnitII for girl students in process 3 Fees collection through online mode implemented 4 Making the teachers acquainted with the values of institutional accreditation and the new method of NAAC accreditation 5 Admission in paperless and e-governance mode

[View File](#)

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

Plan of Action	Achievements/Outcomes
<b>No Data Entered/Not Applicable!!!</b>	
<a href="#">View File</a>	

14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1"> <tr> <td>Name of Statutory Body</td> <td>Meeting Date</td> </tr> <tr> <td>Governing Body</td> <td>02-Dec-2021</td> </tr> </table>		Name of Statutory Body	Meeting Date	Governing Body	02-Dec-2021
Name of Statutory Body	Meeting Date				
Governing Body	02-Dec-2021				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2020				
Date of Submission	09-Mar-2020				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	1 Students Fees Collection 2 Direct transfer to accounting ledger 3 Headwise daily collection Report 4 Facility of Online bank collection transfer to accounts software 5 Students and Staff data maintenance related data management 6 Students' Mark sheet entry 7 Students' Caste, Class and Genderwise Report generation 8 Staff payroll management module 9 Data analysis and evaluation 10 Staff service related data management				

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

i. Departments conduct 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 of the resources. vi. Teachers encourage students to use the libraries and internet resources - Infilbnet, e-books and e- journals - and 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 the syllabus, cocurricular activities 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. c. Use of Software d. Use of Charts and Scientific models e. Class notes by teachers f. Group discussion among the students as class activity g. Encouraging Paper presentation by the students h. Ensuring that practical classes are taken through proper and adequate instrumentation facility. IQAC has recommended a central instrumentation facility for that purpose, and it is underway. i. Ensuring that Syllabi based field works, survey programmes and educational excursions are done in time j. Conducting Project work and dissertations k. Organizing seminars and special talks by experts l. Providing counselling through personal interaction and whatsapp groups beyond class hours m. Taking class tests, Mid-term examinations, Mid semester examinations, and viva- voce n. Arranging remedial and tutorial classes if necessary to meet the need of advanced students and students facing difficulty x. Departments take care of documentation, maintaining detailed record of the classes, assessments, project reports etc. xi. College administration keeps vigilant eye that Academic Calendar is followed. xii. College administration keeps on the results. Departmental Meetings are sometimes chaired by the Principal. xiii. Departments keep record of the different activities of the college regarding teaching-learning, and other activities in IQAC prescribed format xiv. IQAC supervises documentation process and that departments hold regular meetings and take initiative in extension activities. IQAC seeks reports from the departments on departmental meetings and activities. Departments have own e-mail through which they take feedback from students. Analyzed feedback report is then sent to IQAC in format prescribed by IQAC, along with recommendations of departments. All documents are maintained in both hard and soft mode. Departments also hold meeting with parents and take feedback on ward's experience in the College. Analyzed feedback report is then sent to IQAC in format prescribed by IQAC, along with

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
<b>No Data Entered/Not Applicable !!!</b>					

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

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

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

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

### 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

#### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Geography (Hons.)	53
<a href="#">View File</a>		

### 1.4 – Feedback System

#### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

##### Feedback Obtained

The College had online feedback system for the Academic Year 2019-20. So, the IQAC collected feedback from teachers, non-teaching staffs, students, parents, and alumni through separate Google form links. 1. Feedback from Teachers IQAC created a Google form to receive feedbacks. Login and password of this 'sending' e-mail was shared with In-Charge of Departments through departmental e-mail, and the In-Charges were requested to share the login and password with all teachers of the department, or make arrangements to send individual feedbacks to the 'receiving' e-mail on a single day and scheduled time. IQAC informed all teachers that teachers could submit the feedback thus either disclosing identity or anonymously. IQAC drafts the feedback form consisting of 16 questions, and teachers are requested to tick any of the five options -Strongly Agree, Agree, Neutral, Disagree, Strongly disagree. There is also blank space for writing suggestions at the bottom of the form. After feedbacks are received, IQAC analyses the same by counting the number of ticks in each option. The suggestions are also noted. IQAC then discusses the analysis report in IQAC meeting, take action and submit recommendations to the College Authority. 2. Feedback from students IQAC asks departments to collect students' feedback in departmental e-mail in IQAC prescribed format, or in departmental meeting with students. The departments receive feedbacks, prepare reports following similar procedure as in case of teachers' feedback, discuss them in departmental meeting, and submit recommendations to IQAC. IQAC processes the recommendation-reports, discusses them in IQAC meeting, take action and/or submit recommendations to the College Authority. 3. Feedback from Non-Teaching Staff Feedback from Non-Teaching Staff is collected manually. IQAC provides a format similar to teachers' feedback format though with relevant questions for office and administrative staff, and Non-Teaching Staff fill up the same and submit anonymously to the Principal. After feedbacks are received, IQAC analyses the same by counting the number of ticks in each option. The suggestions are also noted. IQAC then discusses the analysis report in IQAC

meeting, take action and submit recommendations to the College Authority. 4. Feedback from parents Departments hold teacher-parent meetings and collect feedback in that meeting. The feedback report is then forwarded to IQAC in IQAC prescribed format. IQAC processes the report and submits recommendations to the Governing Body through the Principal. The Principal sets 'Discussion on IQAC Report' as agendum in Governing Body at regular intervals. The IQAC Report contains recommendations from feedbacks and action taken on them. IQAC tracks taking information from the Principal after a Governing Body Meeting whether recommendations of IQAC thus submitted to the Principal and the Governing Body are implemented and decide on future action in next IQAC meeting. As per its recommendation, the Principal, being the ex-officio Secretary of the Governing Body, has taken initiatives for holistic academic development of the college. It includes a language laboratory, library up-gradation, extension of solar power plant, G-Suite for Education to name a few.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	5917	Nill	30	Nill	30

### 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
86	86	8	13	1	10
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

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

The College considers all teachers as natural mentors and counsellors to students. In following the mentoring system, the College follows UGC Guidelines, particularly "A Guide to Student Induction Programme" 2018. In Departments where there are one or few Whole Time Regular Teachers, the Guest Lecturers assist him/her in mentoring. The IQAC with permission of College Authority schedules Induction Programme following UGC Guidelines at the beginning of Semester as far practicable. Student Induction Programme engages with the new students as soon as they come into the institution before regular classes start. At the start of the induction, the incumbents learn about the institutional policies, processes, practices, culture and values, and their mentor groups are formed. Teachers of a Department allot among themselves all students of a semester in equal

proportion. Each mentor has mentee randomly selected from Roll Nos. For example, in a Department with 5 teachers and 100 students, each mentor forms a group with 20 mentee. The teachers are listed as per seniority. Teacher in Sl. No. 1 forms group with students of Roll No. 1, 6, 11 ... etc. Similarly, teacher in Sl. No. 2 forms group with students of Roll No. 2, 7, 12 ... etc. The mentors prepare two documents in IQAC prescribed format – i) for keeping record and tracking academic progress of mentee (ii) for keeping record of social and cultural profile of each mentee. After the central Induction Programme of the College, mentors meet with mentee and form a whatsapp group for regular communication, and even beyond college hours. The purpose of the mentor mentee system is to look after his/her academic and psychological wellbeing as also to give scope to his/her talents to flourish and also monitor class attendance and performance. Thus, the mentors using both formal and informal means of mentoring, tries to boost confidence, inclusiveness, gender sensitivity and social responsibility of students. The entire mentor mentee system is well documented by Departments and IQAC.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
5917	30	1:197

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
31	30	1	4	19

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 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 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.

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



words)

Academic Council prepares an academic calendar in accordance with the academic schedule of the University of Kalyani. Academic Council forwards the draft Academic Calendar to the IQAC for opinion and suggestion. IQAC discusses the draft and sends it back to the Academic Council. The Academic Council finalizes the Academic Calendar thus prepared through participative governance, with approval of College Authority. The entire process is completed before the commencement of every academic year and semester. Finally, the Principal has it published and distributed among the students, staff, and teachers of the college. The Academic Calendar clearly mentions day-wise and month-wise the list of holidays (national level holidays, state level holidays, local holidays and the institutional holidays), college examinations (Internal Assessment, evaluations), tentative dates of University Examinations and date of publication of results, and dates of other cultural programs like college sports, social etc.

## 2.6 – Student Performance and Learning Outcomes

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

<http://kalyanimahavidyalaya.net.in/wp-content/uploads/2018/01/Program-Outcomes.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

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

**No Data Entered/Not Applicable !!!**

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
<b>No Data Entered/Not Applicable !!!</b>		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
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No Data Entered/Not Applicable !!!

No file uploaded.

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
<a href="#">View File</a>			

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

Department	Number of Publication
ECONOMICS	1
ENGLISH	1
HISTORY	2
POLITICAL SCIENCE	1
SOCIOLOGY	1
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						

No file uploaded.

### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	9	5	2	Nil
Resource persons	1	Nil	Nil	Nil

[View File](#)

### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
<a href="#">View File</a>			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
<a href="#">View File</a>				

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

#### 3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					

No file uploaded.

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
20	10.6

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Newly Added
Classrooms with LCD facilities	Newly Added
Laboratories	Newly Added
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Fully	3.22.10	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8542	3009788	958	359656	9500	3369444
Reference Books	227	215000	304	240344	531	455344
e-Books	99000	5000	Nill	Nill	99000	5000
Journals	57	100000	Nill	Nill	57	100000
e-Journals	7000	5000	Nill	Nill	7000	5000
Digital Database	6	Nill	1	Nill	7	Nill

CD & Video	18	Nil	55	Nil	73	Nil
<a href="#">View File</a>						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	163	3	6	6	0	1	20	100	0
Added	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>163</b>	<b>3</b>	<b>6</b>	<b>6</b>	<b>0</b>	<b>1</b>	<b>20</b>	<b>100</b>	<b>0</b>

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

100 MBPS/ GBPS
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4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
<b>No Data Entered/Not Applicable !!!</b>	

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
15	7.5	10	7

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

Laboratory: Laboratories of Department of Geography, Physics, Chemistry, Botany, Mathematics, Microbiology, Molecular Biology, Biotechnology, and Computer Science are furnished and maintained following scientific standard and subject-specific safety guidelines including fire safety and waste disposal. Facilities include ICT, computers, projectors, high-speed internet, whiteboard, and screen. All departments maintain separate stock register of consumables, glassware, assets and instruments. Instruments, assets and stock registers are reviewed annually by Teachers of respective Department, IQAC and College Authority. Interdisciplinary sharing of laboratory facilities is encouraged. Departments of Commerce, Economics, and Statistics have shared laboratories.

Departments of English and Bengali have digitized language laboratory with audiovisual facility to aid the teaching of modern languages. All laboratories with equipment, instruments and computers are covered under Annual Maintenance Contract (AMC) by the college authority. Security is ensured with CCTV and fire extinguishers. Library: The Library is fully computerized with the implementation of KOHA 3.2 software and equipped with Free Wi-Fi. Fire extinguishers and CCTV cameras have been installed as safety and security devises. The library sub-committee meets at regular interval to discuss on requisitions, and address and solve any problem faced by internal stakeholders. Departments submit requisition of books/journals before annual budget. The College Library has registered in NLIST Programme of INFLIBNET since 2017. Permanent ID and password have already been received for faculty members and have been successfully used by the members. Besides the central library facility, every department of the college is equipped with a Departmental library enabling students and teachers a quick access to the relevant and rare books of the respective subjects. Sports complex: The college owns a picturesque sports ground with natural grass with an area of 1200 sq. metre surrounded by a protective fencing to facilitate preliminary level of athletic events. The Department of Physical Education possesses and maintains a wide range of outdoor and indoor sports equipment - all duly entered in Stock Register. For major sports events, the college relies on sharing the University sports ground. As an additional facility, the college has a Yoga centre. Computers: Every department has computer and ICT based teaching and learning facilities. There is a central computer laboratory beside the computer science laboratory. All computers are maintained under a centralized AMC and are regularly updated with original antivirus and anti-malware software. The college organizes basic computer application training modules to enable students in computer use. Account of Computers is maintained dually through Departmental Stock Register and Central Stock Register. Departments, Internet Committee, Campus Development Committee and IQAC regularly monitor maintenance and recommend upgradation through IQAC. Classrooms: Classrooms are well equipped with high and low benches for students, desk and chair for teachers, LED lights, large green boards etc. and are ICT enabled. All the lab-based departments have LCD projectors and Integrated Computers. Science departments have whiteboards. Departments, Campus Development Committee and IQAC regularly monitor the Classrooms. Feedbacks from students on Classroom environment are taken into account for maintenance. The Students' Council also play positive role in the matter.

<http://kalyanimahavidyalaya.net.in/facilities/maintenance-of-facilities/>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Kalyani Mahavidyalaya Freeship Scheme	610	225942
Financial Support from Other Sources			
a) National	Merit-cum-Means Scholarships, Kanyashree Prakalpa (K-2), SC/ ST/ OBC Post Matric Scholarship	1827	19588000

b)International	NA	Nil	0
<a href="#">View File</a>			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Remedial coaching for slow learners	02/07/2019	312	Mentors of all departments
Language Lab	02/07/2019	60	Department of Bengali and English
Yoga	21/06/2020	850	Department of Physical Education
Personal Counseling	02/07/2019	400	Mentors of all departments
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
<b>No Data Entered/Not Applicable !!!</b>					
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
<b>No Data Entered/Not Applicable !!!</b>					
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

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

Items	Number of students selected/ qualifying
<b>No Data Entered/Not Applicable !!!</b>	
No file uploaded.	

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

Activity	Level	Number of Participants
CLOSURE OF POSHAN PAKHWADA	DISTRICT	444
ANNUAL SPORTS	INSTITUTION	375
SARASWATI PUJA	INSTITUTION	1200
FRESHERS WELCOME	INSTITUTION	1600
ANNUAL SOCIAL PROGRAM	INSTITUTION	1870
QUIZ COMPETITION	STATE	67
INTERNATIONAL MOTHER LANGUAGE DAY CELEBERATION	INSTITUTION	125
DRAWING COMPETITION	REGIONAL	40
DRAMA ON AIR POLLUTION	DISTRICT	49
KARGIL DAY CELEBRATION	REGIONAL	202
No file uploaded.		

### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Inter Univ East Zone Kho-Kho (W) Runner up	National	1	Nil	A1228	MANISHA HALDER
<a href="#">View File</a>						

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

There is provision for students' representation in the Governing Body and different Committees and Sub-Committees as per University of Kalyani statute. As per Government Order, no election to Students' Council has been held for the past three years. As such, there is no Students' Council at present. However, students are included and involved in all students' related activities of the College. Teachers of a Department recommend names of students for participation in activities like College Social, Saraswati Puja, Sports etc. The Principal, in consultation with Teachers' Council, forms students' committees to help staff in conducting student related programmes. In absence of formally elected Class Representatives, teachers take opinion of students relating to affairs of the Department in departmental meetings. The College Authority and Teachers' Council ensure that voice of students is properly heard. On recommendation of



Departments, students volunteer as part of management in different programmes like seminars/conferences, extension activities, blood donation camps etc. Thus in 2019-20, though there has been no elected Students' Council, College Authority, IQAC, Teachers' Council and Departments have ensured participative governance with involvement of students.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

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 is a registered body under West Bengal Gogt Society Registration Act. The KMVAA has, an Executive Committee with five office bearers with 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. All the financial transactions of the Association are carried out through its account. Since its formation, the Alumni Association has been actively taking part in the overall well-being of the college. The Alumni association regularly arranges an annual reunion of the ex-students of the college where the alumni come together and pledges to take part in the overall development of the college. The Alumni Association has met with students of different departments variously and through active interaction takes stock of the immediate conditions of the departments. The association has conveyed the essence of the meetings with the suggestions to the administration and assured the students of their co-operation wherever needed. For instance, the laboratory facilities of the Microbiology, Biotechnology and Geography Departments were enhanced following the persuasion by the Alumni Association. The association has also organized career guidance programmes for the present students and has, as an out come of the programme, stressed the need for a placement cell in the college. The proposal was a put across to the administration in writing. The Administration, on its part, assured the Alumni of their intent to set up a placement cell in the ensuing academic session and a placement cell was formed. The Alumni Association has also proposed to the administration to start a Students' Welfare fund to help students financially on a regular basis from the ensuing academic session in consultation and collaboration with the administration of the college. Although it has taken 14 years to form a functioning Alumni Association of the college we are hopeful that the association is gradually turning out to be an asset to the college through their active participation.

5.4.2 – No. of enrolled Alumni:

5000

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

500000

5.4.4 – Meetings/activities organized by Alumni Association :

2/3

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

1. PRACTICE- 1: FREEDOM OF WORK ENSURED WITH OPTIMUM NETWORKING BETWEEN

**DIFFERENT COMMITTEE SYSTEM ON CROSS-CUTTING ISSUES-** Members of different active Cells, Committees and Sub-Committees consisting of teachers and staffs are nominated by the Teachers' Council and non-Teaching forum of the college and the list is forwarded through the Teachers' Council to the Governing Body for suggestions and approval at the commencement of Academic Year. Some committees have overlapping activities. The Governing Body is empowered to form Committees/Sub-Committees but ensures participative governance by generally approving recommendation of Teachers' Council. The Teachers' Council and such Committees/Sub-Committees advice the Principal on Academic, Administrative and Financial matters. Participation of students in Governing Body is ensured through General Secretary, Students Union. In absence of elected Students' Council, students' voice and participation are ensured through recommendation of Departments in consultation with students. On recommendation of IQAC, the different committees follow a policy of interlinking on cross cutting issues. For example, Campus Development, Library and Building sub-committees sometimes hold joint meeting on relevant issues. Decisions and recommendations of one committee are forwarded to another relevant committee for opinion and suggestions. Interlinking of committees and cells and involvement of Non-Teaching Staff and students ensures decentralization and participative management. Case Study: As directed by the Govt., Online Admission had to be done entirely through online mode. The Principal and IQAC held meeting with all staff, Teachers' Council, Online Admission Committee and Academic Council regarding the matter. The recommendations of Online Admission Committee regarding filling up of vacancies, recommendations of Academic Council regarding Academic Calendar, and recommendations of all staff and Teachers' Council were channelized through Online Admission Committee and IQAC to Governing Body for final decision on the matter.

**2. PRACTICE-2: TOP-BOTTOM LIAISON IN NON-FORMAL MODE AND INVITEE SYSTEM-** The Principal maintains Apex-Base liaison in the hierarchical structure of the institution and encourages Participative Governance by holding All-Staff Meeting and All Teachers' Meeting time to time in both formal and non-formal mode. As per Government directive, erstwhile CWTT, PTT and Guest Lecturers are not members of Teachers' Council. However, Teachers' Council Meetings on general issues are sometimes held in the Staff Room in presence of internal and non-member stakeholders, they being valuable members of the college family. There are two Whatsapp groups - one for all faculties and the other for all staff - for communication beyond office hours. IQAC sometimes convene nonformal meetings with teachers to take opinion and suggestions on important matters. For example, A) some such non-formal meetings were held - i. on 17.09.19 and 19.12.19 with all In-Charges and Conveners of Cells/ Committees and Sub-Committees ii. on 06.8.19 14.01.2020 with all Staffs including erstwhile CWTT, PTT and Guest Lecturers. B) The Cultural Committee sat with the Student-representatives and in presence of the IQAC planning of all cultural programmes for the Academic session were chalked out on 16/07/2019.

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

Yes

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Human Resource Management	Teachers are motivated to enhance teaching-learning skills and to participate in Refresher, Orientation courses, short term courses and workshops. Teachers' skill development programmes are organized by IQAC. One

such programme organized was on 'Mentoring and Counselling'. Teachers maintain Academic Diary and submit Self-appraisal to the Principal. Non-Teaching Staff are encouraged to participate in computer training and software training programmes related to Tally and MS office. Non-Teaching Staff's skill development programmes are organized by IQAC. One such programme was on 'Office Procedure and Information Maintenance'. CASH, Grievance Redressal Cell, Anti Ragging Committee are functional. Health check-up is organized for internal stakeholders.

Industry Interaction / Collaboration

Industrial visit is organized

Admission of Students

Admission of 1st semester students is done through full online mode. Admission is strictly merit based, and in strict adherence to Govt. Rules and also in matters of reservation. Refund policy is in place following UGC Guidelines 2018. All admissions in following semesters are also through online mode.

Library, ICT and Physical Infrastructure / Instrumentation

Library with more space has been constructed at ground floor. Some Class Rooms are ICT-enabled, and further development is in progress. Wifi is provided free in the campus to encourage use of e-learning resources. Internet Sub-Committee monitors maintenance of internet bandwidth. CCTV, High mast light, fire extinguishers have been installed for security of infrastructure. New Class Rooms at ground floor on right wing have already been constructed, and construction of floors is in view. Development proposals are received from Departments, Teachers' Council, Campus Development Committee and Building Committee and channelled to College Authority through IQAC.

Research and Development

The College has Research Body. IQAC and College Authority encourage teachers to engage in research, apply for MRP etc through funding agencies, attend seminar/conference to present papers in International/National/State Level Seminars, workshops and to act as resource persons. Incentive is provided to teachers for attending seminar/conference and presenting papers subject to rules framed by

	Governing Body on recommendation of IQAC and Research Body. Published research works of teachers are displayed in library. The College has plans to set up Incubation Centre.
Examination and Evaluation	The College follows continuous examination and evaluation method. Academic Calendar is followed for scheduling Examinations - both Internal Assessment and University Examinations. Other than scheduled examinations, Departments evaluate students through Class Test, mock test, group discussions and viva voce
Curriculum Development	The College is affiliated to University of Kalyani, and follows Curriculum prescribed by the University. Departments conduct field work, industrial visit and educational excursion as part of curriculum. Other than mandatory Internal Assessment, the College has introduced mandatory Project work. Class seminars and extension activities are encouraged.
Teaching and Learning	Teaching-Learning is integrated process, and the College follows Learner-centric model. Teachers encourage interactive classes and lecture review. Other than use of library, teachers encourage learners to consult e-books and e-journals and online learning through wide access to internet facility. Learners are encouraged to attend seminars and class seminars and present papers. Mentors counsel learners. Departments have whatsapp groups with students for communication, counselling and providing information beyond college hours. Learner centricity is ensured through departmental meeting with students and receiving feedbacks.

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

E-governance area	Details
Planning and Development	Implementation of college Mobile apps. Is in progress Opinions of stakeholders taken through various Whatsapp groups.
Administration	Website notice for students and other stakeholders e-tendering process through Govt. Portal as per law PFMS portal to upload expenditure related to Govt. fund. e-pension portal Notice through various Whatsapp groups including Whatsapp group of Governing

	Body IQAC communication with teachers and Departments through e-mail and whatsapp
Finance and Accounts	Fully computerised office and accounts section Office automation software installed College accounts maintained through Tally Salary fund received from Govt. through HRMS portal
Student Admission and Support	Online admission including online payment gateway of SBI Collect Students database maintained through software under Management Information System
Examination	Notice and other important updates are regularly posted on website

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	NA	NA	NA	Nil
2019	NA	NA	NA	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	NIL	NIL	Nil	Nil	Nil	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Summer School	1	12/07/2019	25/07/2019	14
OP	2	04/02/2020	24/02/2020	21
OP	1	04/09/2019	24/09/2019	21
REFRESHER COURSE	1	09/12/2019	21/12/2019	14
REFRESHER COURSE	2	02/07/2019	15/07/2019	14

STC	1	11/02/2020	17/02/2020	7
STC	1	19/02/2020	25/02/2020	7
STC	1	20/11/2019	26/11/2019	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
4	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. KALYANI MAHAVIDYALAYA EMPLOYEES COOPERATIVE CREDIT SOCIETY LTD, 2. WEST BENGAL HEALTH SCHEME, 3. SWASTHYASATHI 4. KALYANI MAHAVIDYALAYA WELFARE FUND	1. KALYANI MAHAVIDYALAYA EMPLOYEES COOPERATIVE CREDIT SOCIETY LTD, 2. SWASTHYASATHI 3. KALYANI MAHAVIDYALAYA WELFARE FUND	1. KALYANI MAHAVIDYALAYA FREESHIP SCHEME 2. KALYANI MAHAVIDYALAYA WELFARE FUND 3. Merit-cum Means Scholarships 4. Kanyashree Prakalpa (K-2) 5. West Bengal Minorities Development Finance Corporation 6. SC/ ST/ OBC Post Matric Scholarship

**6.4 – Financial Management and Resource Mobilization**

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

Internal Audit for the Financial Year 2018-19 was done on 28.11.2019 by M/s R.N. Sarkar Co. External Audit for the Financial Year 2018-19 was done by R. Tulsian Co. (Chartered Accountants). In spite of hardship due to COVID-19 Pandemic situation Internal Audit for the Financial Year 2019-20 has been initiated on 10.12.2021-by M/S S. De Co. External Audit for the Financial Year 2019-20 is initiated by External Auditor R. Tulsian Co. (Chartered Accountants).
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
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6.4.3 – Total corpus fund generated

<b>No Data Entered/Not Applicable !!!</b>
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**6.5 – Internal Quality Assurance System**

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NA	Yes	IQAC

Administrative	No	NA	Yes	IQAC
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6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. The Governing Body in its meeting held on 21.01.2020 has decided to initiate and form Parent-Teacher Association on the recommendation of the IQAC. The registered Parent-Teacher Association yet to form by the college. 2. Parent-Teacher face to face and online meetings are organized by the departments, feedbacks are collected from them, processed and the suggestions are sent through IQAC to the college Authority. 3. Outcome of the meeting and feedback after discussion with Principal and by the formal and informal meetings with the teachers and parents valuable suggestions are incorporated for the development of the institution.

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

1. Non-Teaching Staffs have been trained with elementary and advanced Tally and Computer Training Programme for enhancing computer proficiency to facilitate working of office and accounting department. 2. College trained Support staff of Accounts department for proficiency with e-Pradan and HRMS systems of West Bengal and PFMS of the Government of India 3. IQAC organized a skill development programme for Non-Teaching Staff on 8.12.2019 titled 'Office Procedure and Information Management

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

i. All fees and other collection are made through online mode. ii. Management Information System partially installed, and some modules have been working smoothly. iii. Financial Incentives to Full Time Regular Teachers for participating and presenting papers in International/National seminars/conferences under policy framed by Governing Body on IQAC's recommendation

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
<b>No Data Entered/Not Applicable !!!</b>					
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**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Beti Bachao programme	04/02/2020	04/02/2020	62	216

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

Percentage of power requirement of the University met by the renewable energy sources

20

## 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	8
Physical facilities	Yes	8
Ramp/Rails	Yes	8
Rest Rooms	Yes	8
Scribes for examination	Yes	8

## 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
<b>No Data Entered/Not Applicable !!!</b>							
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## 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Conduct for Teachers	01/07/2018	SUSTAINED WITH APPROPRIATE MONITORING
Code of conduct for Student	01/07/2018	SUSTAINED WITH APPROPRIATE MONITORING
Code of conduct for all stakeholders	01/07/2018	SUSTAINED WITH APPROPRIATE MONITORING
Citizen Charter	01/07/2018	SUSTAINED WITH APPROPRIATE MONITORING

## 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of Teachers' Day/ Birth Day of Dr. Sarvepalli Radhakrishnan	05/09/2019	05/09/2019	1892
Celebration of the 66th Independence Day of India	15/08/2019	15/08/2019	221
Celebration of National Mathematics Day	22/12/2019	22/12/2019	82



Celebration of Republic Day	26/01/2020	26/01/2020	213
Bhasa Dibas	21/02/2020	21/02/2020	305
Celebration of National Science Day	28/02/2020	28/02/2020	229
<a href="#">View File</a>			

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

i. Installation of ample number of LED in Classrooms, Office and for illumination of college premises. ii. Administrative Section and library powered by Solar Energy iii. Organic manures and fertilizers are used in college garden iv. Separate parking for fueled vehicles (near roadside premise wall) and cycles v. Trees and plants on either side of premise paths and garden, well-maintained with labels for bio-diversity awareness and knowledge gathering.

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

**Best Practice-1 Title: Women-Empowerment Objectives for Raising self-esteem and self-confidence of girls:** The objectives of this practice initiated a systematic process through which the girls from the semiurban and rural areas of the surrounding districts are trained to avail of higher education, shed their inhibitions, participate in the academic and extra-curricular activities, build leadership abilities etc. Context: The college is situated in a semi-urban area. Students across the districts of Nadia, Hooghly, North 24 Parganas, access the college for their higher studies. These districts are mostly rural in character. Students generally come from a weak socio-economic background, and display characteristics of gender repression at the time of entry. The girls are found to be shy, introvert, non-communicative and often lacking in confidence. They suffer from a lack of decisiveness which leads to their shying away from college activities. These lead to their incomplete character building which affects the overall growth and evolution of the society and the nation. The Practice: In the initial stages the college found that forming such processes is easier said than done. The girls found it difficult to understand the underlying principles and benefits of such processes. They would often find it difficult to apprehend the necessity of looking beyond conventional teaching learning methodologies and classroom atmosphere. Moreover, there would often be social pressures that sought to limit the potential of the girls they would be married off and any extra-curricular activities would be discouraged. It was readily realized that an ivory-tower approach will not solve the problem. There should be an effective systematization in the form of a. Vision b. Discussion c. Implementation d. Review and analysis of report. The college undertook a mission to empower the female students at the college. After working out the mission, effective planning was done in a decentralized format which was discussed, revised and finally ready for implementation. The first step towards implementation was asking the teachers to bring about a change in their methodologies, especially in the classrooms. The teachers diligently took the mission forward by patiently asking the girls to participate more in the classrooms and beyond. Separate common room was built for the girls to give them space and freedom to allow them to communicate share their problems and find necessary solution independently. In the Students Council a definite percentage of seats were reserved for the girls. Among the office bearers of the Council, girls were given priority. This, the college felt, will ensure confidence, and build leadership abilities among the girls. To ensure regularity and avoid absence

from classes and other activities a sanitary napkin vending machine has been installed in front of the ladies wash room. To foster health-awareness among the girls several lectures by different resource- persons were organized. To build gender sensitivity the boys were also asked to attend these lectures.

**Evidence of Success:** This process has brought about a thorough change in the performance and outlook of the girls of the college. Over the last three academic sessions the numbers of girls enrolled has increased. The performance of the girls over the last four academic sessions has also been excellent. In the cultural and sports activities too, girls have excelled at various levels. The different sub-committees of the students' council are headed by girls and they discharge their duties properly and effectively.

**Problems Encountered:** In the initial stages of the implementation of the practice the college faced several problems: 1. Inexperience of the faculty and staff regarding sudden and unexpected situations and inability to find out immediate solutions to these situations. 2. Although several workshops and seminars were attended by the faculty and administration regarding empowerment of women, yet real situations vary widely in range and scope. Hence the administration had to look for innovative and spontaneous means to overcome these situations. 3. The incumbents themselves often proved to be resistant to these approaches owing to long-standing social conditioning and taboo. Resources required for adopting such practice include- 1. A set of dedicated faculties and an administration sympathetic to the needs of the female students. 2. Physical facility 3. Adequate safety and security measures 4. A gender sensitive campus 5. An able leadership

**Best Practice-2 Title: Environment Friendly Best Practices for Sustainable Development Objectives:** Keeping in view the strategic location of this institution in an industrial area in the planned city of Kalyani, the college authorities had long felt the need to adopt certain practices which would not only help to utilize the civic amenities and industrial resources to its maximum extent but also lead towards minimization of the extent of damage to the environment. With this goal, the following objectives have been set: (a) **Best practice: HEALTH AND HYGIENE (i) Water quality Monitoring** Freshwater is a finite resource, essential for even human existence. It has been unequivocally demonstrated that water of good quality is crucial to sustainable socio-economic development. The Department of Molecular Biology Biotechnology and the Department of Microbiology of our college monitors and analyses multiple facets of environmental health at campus. This protocol is a tool to ensure that an effective and consistent water monitoring program is in place on campus. The program also provides cocurricular hands-on, skill building opportunities for students, and continues to raise awareness about the importance of watershed health. Additionally, through these monitoring efforts, corresponding remediation activities are considered as a trans-disciplinary learning opportunity aligning with several academic programs and departments. This is done to ensure that all water systems on campus are maintained efficiently as healthy components. Parameters are so chosen that it can help to understand the physio chemical as well as microbiological health of water. Testing procedures are selected because of our available infrastructure. The water quality parameters for past 5 years are attached as an additional document. From the regular monitoring of water quality parameters, it can be observed that overall health of drinking water in campus is at par with BSI standards. Further enhancement of water quality like enhancing taste and to ensure no pathological contamination, water purifiers like Aqua guards were installed and regular monitoring was done. AMC are done and renewed yearly for proper maintenance of Aqua guards. As per TSS and TDS results, it was recommended to install iron filters along with Aqua guard. In due course i.e., in 2017 High end (institutional reverse osmosis water purification system) machine along with coolers were installed. (ii) **Vending Machine Hygiene** refers to the good practices that prevent diseases and leads to good health, especially through cleanliness, proper sewage disposal, and supply of safe drinking water. It

refers to all those activities that are done for improving, preserving, and maintaining sound health. For attaining the desired standards, sanitary napkin vending machine along with incinerator has been installed inside girl's toilet and female teacher's toilet. (b) Best practice: GREEN TRANSPORT Kalyani Shilpanchal is conceived primarily as an industrial area, and it has numerous large and Small industrial units having contributions not only towards socio-economic development of the region but also in pollution load of environment. Increased demand of mobility has created massive growth in road transportation which in turn has increased traffic congestion, poor air quality, and range of other problems which require the development of alternative to growing reliance on automobiles. Cycling is amongst the most sustainable mode of mobility having zero dependence on fossil fuels and zero carbon emission. Keeping this in perspective, Kalyani Mahavidyalaya along with its NSS unit time to time campaign among students and staffs to use greener transport like bicycle and encourage to use public transports. As the college is very near to railway station, transport by railways is encouraged. (c) Best practice: PLASTIC FREE ZONE Plastic pollution involves the accumulation of non- biodegradable plastic products which adversely affect the environment. In our campus, there was large-scale littering of plastic articles like bags, cups, chocolate and snacks wrappers and plastic sheets. In this aspect, the college has taken the initiative to solve this problem in a phased manner. The usage of plastic articles cannot be stopped altogether, but certainly our college has found good ways of managing their disposal with cooperation from all the students and staff of the institute. To tackle this problem, several steps have been implemented immediately, and some are planned in the long run. For example, there was a major shortage of dustbins in the campus. To reduce littering, dustbins have been placed within 100 metres from any place where students gather. Examples of such strategic points include the library, all exits and entrances to the main building and department blocks, the rear entrance, canteen. Signboards at several locations along with dustbins are kept in the campus to motivate the students not to litter. This is also to sensitize the visitors to the campus that he/she is expected not to litter. NSS unit and Campus Development Cell of college arrange talk regarding the seriousness of the issue to make the students aware of the littering-discipline.

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

### 7.3 – Institutional Distinctiveness

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

The main objectives of the college are to provide affordable quality education to the students with knowledge and skills in their chosen stream, create values, identify hidden talents, provide opportunities for students to realize their full potential and thus shape them into future best citizens, entrepreneurs and above all good human beings. One Vision of the College with priority and thrust is to empower the students to face the challenges of life both academic as well as personal. Though the College is in the heart of a vibrant and developed city, Kalyani, however, it caters to the educational need of surrounding rural and developing areas. Many students come from families living in poverty or Below Poverty Line, and many are first-generation learners. The percentage of admitted and registered SC, ST and OBC students combined against General Category students is more than 45 in 2019-20 (886 reserved category students against 1081 general students). A total of 607 students in SC category, 47 students in ST category, 80 students in OBC-A category and 152 students in OBC-B category were registered in 2019-20. Nine

Divyangjan students took admission. While this picture is in no way any conclusive statement on demography, it nevertheless reveals the challenges of the College. The College Authority and faculties gladly take this challenge in positive spirit in the larger interest of society and nation. The reputation of the College has been sustained as evident from Demand Ration in Online Admission. A total of 15549 applications were received in Online Admission 2019-20 for 2825 seats across all courses, with an average demand ratio of 6:1. In Honours subjects, total 9610 applications were received against 1203 seats with demand ration of 8:1. For programme courses, 5939 applications were received against 1622 seats, with a demand ration of 4:1. The data shows the growing reputation of the College. Under Kalyani Mahavidyalaya Freeship Scheme, 610 students were granted concessions as Financial Support from the Institution in 2019-20. Number of students receiving National Merit-cum-Means Scholarship are 447, Kanyashri Prakalpa (K-2) are 454, and under West Bengal SC/ ST/ OBC Post-Matric Scholarship are 926. In 2019-20, 756 students (311 male and 445 female) appeared in final Part III Examination in Honours subjects. Out of them 752 students (311 male and 441 female) passed raising the pass percentage to a whopping 99 as compared to 90 in 2018-19 and 84 in 2017-2018 showing a steady and commendable growth in success rate. In 15 Honours courses - Bengali, History, Economics, Sociology, Education, Geography, Political Science, Microbiology, Molecular Biology and Biotechnology, Mathematics, Physiology, Botany, Statistics, Physics and Chemistry, the pass percentage was 100. In 2019-20, 281 students from all Departments progressed to higher education. As informed by the Alumni Association, several ex-students of the College are working as Assistant Teachers, Probationary Officer and Clerk in nationalized banks, and Scientific Officer and Quality Analyst.

Provide the weblink of the institution

## 8.Future Plans of Actions for Next Academic Year

The college plan sets high expectations for engagement and excellence for all key stakeholders-faculty, staff, students, alumni, and parents. The college plans the following for implementation in future- - 1. Enhancing academic excellence 2. Construction of 3rd floor of newly constructed right wing of the main college building 3. Allotting separate Room for Office and Department Library to each Department 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 at the college 12. Development of Management Information System 13. Strengthening e-waste management 14. Rainwater Harvesting 15. More effort for Students' Career Counseling 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 endeavors 21. More skill development programmes for teachers, Non-Teaching Staff, and students 22. Extension of work regarding renewable sources of energy.