



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		SERAMPORE GIRLS COLLEGE
Name of the head of the Institution		Dr. Soma Roy
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		+913326623723
Mobile no.		9674238715
Registered Email		serampore_girls_college@yahoo.co.in
Alternate Email		principal@seramporegirlscollege.org
Address		13, T.C, Goswami Street, Serampore, West Bengal 712201
City/Town		Serampore
State/UT		West Bengal
Pincode		712201

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Semi-urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Sayanti Mukhopadhyay (Talukdar)
Phone no/Alternate Phone no.	919831068384
Mobile no.	7044967019
Registered Email	iqacsgc@gmail.com
Alternate Email	serampore_girls_college@yahoo.co.in

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://seramporegirlscollege.org/sgc/AQAR/2018-19/SGC_agar_report_2018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://seramporegirlscollege.org/sgc/docs/ACADEMIC_CALENDAR_2020-21-H1.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	80	2007	31-Mar-2007	30-Mar-2012
2	B	2.34	2016	19-Jan-2016	18-Jan-2021

6. Date of Establishment of IQAC	17-Dec-2007
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7. Internal Quality Assurance System

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		
Computer Training Course	13-Feb-2019 180	40
Communicative English Course	13-Aug-2019 90	24
Art and Craft Course	17-Aug-2019 30	25
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Serampore Girls' College	Member of the Legislative Assembly (MLA) local area development fund	State Government of West Bengal	2019 1825	57000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

2

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. Smooth running and functioning of CBCS curriculum in the year 20192020 with special emphasis upon mentoring for which forms were distributed among students which they filled up and their grievances were addressed by the teachers and adequate measures were taken 2. Continues internal assessments by all departments (humanities and Science) 3. Successful functioning and conducting of skill enhancement courses in computer training, communicative English, and arts and craft by skilled and trained teachers. ICTbased classes also. 4. the Year 20192020 witnessed global pandemic Covid 19 due to the Coronavirus largely

affecting and infecting people globally and subsequent lockdowns being imposed in all parts of the world including West Bengal since the 23rd of March 2020. as a result, our college started conducting online classes on the 1st of April 2020. We, teachers, motivated the students to join online classes so that normal running of classes could be possible as a part of the New Normal 5. Many students responded well to the online mode of teaching and learning. However students from remote areas found it difficult due to lack of technical knowledge, not possessing a smartphone, those from poor economic backgrounds and some faces serious network problem i.e. poor net connection. Nevertheless, classes were connected online and sufficient study materials were provided in students WhatsApp groups, departmental pages on the website. Tutorials were conducted on a regular basis. This was the syllabus of all semesters (even and odd) that could be completed within the scheduled time.

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

Plan of Action	Achievements/Outcomes
CBCS pattern as per UGC guidelines	CBCS pattern to be followed in adherence to UGC guidelines in accordance to the curriculum prescribed/set down by the university of Calcutta
ICT based classes	ICT bases classes to be organized by each department and conducted for the betterment of learning
Academic Enhancement	Regular class test, tutorials, parents teachers meeting (in the current session) students seminars, quiz , wall magazines, faculty exchange programmes, extension lectures to be conducted by all departments as are done in every academic year, this year being no exception. It is a regular practice of our institution.
Skill based courses	Skill enhancement courses/Programmes for all round development of our students enabling them for taking these up as jobs for making them economically self-sufficient besides excellence in academics.
Extra Curriculum activity	Extra Curriculum activities, sports being specially emphasized upon.
Mentoring	Mentoring is another significant issue that our institution has focussed upon. To collect students profile details like family background, economic condition, health etc., blanck format for mentoring is distributed to the students for the purpose of mentoring teachers -student ratio is to be

maintained in each department and students to be mentored so that they can open up and share their economic problems/hindrances towards studies and accordingly teachers to guide them proficiently and some really serious students excellent in academics and on the basis of regular attendance in classes to be provided with half and full free fees.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body	12-Aug-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

25-Jun-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)

The College has software regarding Student Management System to collect fees, for confirmation of different types of scholarships applied by the students, for preserving records of student's promotion and other information of students. The salary of the all employees of the college comes through pay packet given by Department of Higher Education, Govt. of West Bengal through Integrated Financial management system

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

We honor traditional chalk and talk methods for classroom teaching. Besides this, we have taken the following measures. a. We emphasize on students understanding and execution of the class lectures. Hence we always promote the interest in their original interpretations of the lesson provided in the classroom by the teachers. b. We also encourage group discussions on the prescribed syllabus provided by the university. c. Students also participate in frequent classroom quizzes conducted by the specific subject teachers. d. Extempore speeches are also encouraged to chisel their quality of defending their causes/proposals during any challenging interview they may face during their professional career. e. Students' seminars are regularly held on their prescribed syllabus. f. Their understanding of classroom lectures are also sometimes substantiated by limited educational tours. g. The periodical wall magazines are regularly put up on contemporary issues and topics that are taught in class by all the departments of science and humanities.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate in Information Technology Application	NA	13/02/2019	180	employment ability and entrepreneurship	computer application
Certificate In Communicative English	NA	13/08/2019	90	employment ability	spoken English
Certificate in Information Technology Application	NA	15/02/2020	180	employment ability and entrepreneurship	spoken English

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NA	Nil
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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
Nil	NA	Nil

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

	Certificate	Diploma Course
Number of Students	80	0

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
NA	Nil	0
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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 Honours, Paper VII, Module: 14	33
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
<p>The institution obtains feedback under 4 sections for the overall development of the institution. The 4 sections are A- From the end of the Student, B- From the end of the Guardian, C- From the end of the Principal and D- From the end of the Teaching Staff. The feedback is primarily obtained through online process in the framework of a definite Questionnaire. Some of the areas that are being emphasized under the different sections of the Feedback process are cited below. a- From the end of the Student- The questionnaire primarily focuses on certain sections in order to have a more comprehensive analysis of the existing circumstance. The sections that are mainly focuses are 1- The communication skill of the teacher 2- The level of interest generated by the Teacher on definite subject 3- The amount of the syllabus covered by the Teacher during an academic session 4- The number of Seminars, Debate, Quizes organized by the department. 5- The amount of learning material provided by the department under the new CBCS system 6- The evaluation process undertaken by the teachers of the department at regular interval. 7- The results of analysis of the evaluation process by the teachers of the department with the students and their guardians 8- An analysis of the health care, sanitation, drinking water, canteen and other facilities 9- The amount of co-operation provided by the College office 10- The co-operation provided by the College office regarding different issues 11- The type of Career Counselling provided by the institution in respect to their academic and non academic performances. 12- The amount of space provided by the institution for generating and participating in co-curricular activities for the students. 13- The act of the teaching authority as a monitoring body and acting as a Bridge thereby catering to the needs of students b- From the end of the Teachers- The questionnaire primarily focuses on certain sections in order to have a more comprehensive analysis of the existing circumstance. The sections that are mainly focuses are 1- The student attendance and performance 2- The amount of learning resources provided to the Student by the Library 3- The College office co-operation provided to</p>

the students 4- The participation of students in activities like Seminar, Quiz, Debate, Co-curricular and NCC and NSS. 5- An analysis of the Guardian meet conducted at regular interval 6- Student's perception about the existing syllabus 7- The amount of other resources in terms of financial aid and other scholarships provided to the students. The data in terms of the result are stated to each and every department of the college through an Open House Program for the overall development of the institution. The results of the Feedback in terms of the Perception about the Syllabus both from the end of the Students and Teacher are well coordinated to the Board of Studies by our faculty members.

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
BA	BA General	370	1273	357
BSc	Computer Science Honours	25	38	10
BSc	Geography Honours	40	205	37
BA	History Honours	55	162	43
BA	Philosophy Honours	45	110	38
BA	Political Science	55	116	52
BA	Education Honours	60	152	55
BA	Sanskrit Honours	60	109	41
BA	English Honours	60	361	56
BA	Bengali Honours	60	299	51

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2281	0	53	0	0

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	Number of smart classrooms	E-resources and techniques used
53	53	15	6	4	2
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Parents-teachers meetings are often held in the different departments according to their necessity. The problems and shortcomings of the students are discussed with their parent/ guardian with an aim to find out underlying social, economic problems. Suggestions are solicited from the parents in an attempt to form a cooperative environment to enrich the students both academically and psychologically.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
984	43	1:23

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
54	53	1	27	20

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
Nil	nil	Nil	nil
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	BSc Honours	1st Semester	05/02/2020	23/09/2020
BA	BA General	1st Semester	05/02/2020	23/09/2020
BA	BA honours	1st Semester	05/02/2020	23/09/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

In each semester two internal assessments/class tests were taken during second and third month. Mode of conduct was written examination. Question pattern was either objective type questions of one marks or subjective type of two marks. Test were undertaken by subject teacher of each department with prior notice of the department. To reduce internal examination related grievance the following

procedure was undertaken 1. After evaluating answer script marks were uploaded either in the departmental page of college website or were hung in departmental notice board. 2. Showing answer scripts with doubt clearing sessions by respective subject teachers 3. Identify slow learners and advance learners 4. Completing this process within a week of taking internal test 5. Side by side there is provision of any sorts of complaints that can be lodged by students in the grievance redressal cell (grievance@sermporegirlscollege.org)

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

Academic calendar has more or remained same throughout the session 2019-20 as it was in the previous year There are series of examinations which are held regularly as per University rules/Curriculum. Besides, our college takes extra measures to improve the general learning and results of students at the University level. Year Planner-cum Academic calendar (session 2019-20): i. Initial Assessment for Semester-I: 3rd week of November'19 ii. Tutorial classes: As per routine iii. Test for Semester-I: 4th week of November'19 iv. Test for Part III students: 2nd week of December'19 v. Test for Part II students : Last week of January'19 vi. Final Exam for Semester-I: 2nd week of December'19 vii. College Remedial Coaching for 3rd year students: January'20 viii. College Remedial Coaching for 2nd year students: February'20 Academic calendar for B.A/BSc. Semester-II students (Jan'20-June'20): i. Submission of Project/Term paper for Honours students: Last week of March'20 ii. Submission of Project/Term paper for General students: 1st week of April'20 iii. Internal examination of all Semester-II students: 3rd week of May iv. Tutorial/Practical/Project examination: 4th week of May'20 v. Tentative date for final examination for B.A./B.Sc. semester II 2019: 2nd week of June'20 Due to outbreak of COVID 19 and the consequent lockdown being imposed , practically everything came to a halt. Since 23rd March, offline classes were shifted to online mode. All the activities as mentioned in the academic calendar were carried out online to the best of our abilities.

2.6 – Student Performance and Learning Outcomes

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

<https://seramporegirlscollege.org/sgc/agar.php>

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
NA	Nil	NA	0	0	0

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2.7 – Student Satisfaction Survey

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

<http://seramporegirlscollege.org/sgc/agar.php>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NIL	0	0
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3.2 – Innovation Ecosystem

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

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

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	00	0

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

Name of the Department	Number of PhD's Awarded
NIL	0

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)
National	Education	1	0
National	English	4	0
National	Philosophy	1	0
National	Political Science	2	0
National	Geography	1	0
International	English	4	0
International	Sociology	1	0
International	Physics	2	2.9
International	Mathematics	3	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Geography	5
Physical Education	2
Economics	2
Sociology	6
Education	1
English	10
Bengali	5
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Cryogenic characterization of 55 nm SONOS charge-trapping memory in AC and DC modes	NIL	NIL	Nil	0	NIL	0
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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
NIL	NIL	NIL	Nil	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	32	79	4	5
Presented papers	5	17	1	0
Resource persons	0	0	3	0
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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
Tree Plantation	NCC, Serampore Girls' College	3	7
Kargil Vijoya Divas	NCC, Serampore Girls' College	1	4
Satvabna Divas	Ministry of State Affairs and Sports	5	25
Firing Practice	NCC Kolkata	1	30
One day awareness programme	Regional Directorate	10	120
Prevention of Drug abuse TOT Programme	Ministry of State Affairs and Sports	2	5
Rakhi Bandhan Celebration with CHESIRE HOME	NSS Unit I II , Serampore Girls' College	5	30
Prevention of Drug abuse and Alcoholism	Ministry of State Affairs and Sports	2	5
Tree Plantation	NSS Unit I II , Serampore Girls' College	6	20

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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
NSS	Best NSS Volunteer	University of Calcutta	1
NSS	Best College for NSS activities	University of Calcutta	0

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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/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NIL	NIL	NIL	0	0

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nil	Nil	NIL
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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
NIL	Nil	NIL	0
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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
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing
Campus Area	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
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KOHA	Partially	18.11	2021
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4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	6843	462701	206	86874	7049
Reference Books	6041	85635	51	11655	6092	97290
e-Books	Nill	Nill	160809	Nill	160809	Nill
Journals	70	Nill	82	2238	152	2238
e-Journals	Nill	Nill	6293	Nill	6293	Nill
CD & Video	2	Nill	Nill	Nill	2	Nill
Library Automation	Nill	Nill	51123	Nill	51123	Nill
Others(s pecify)	Nill	Nill	5235	Nill	5235	Nill
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	Nill
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	26	1	2	0	1	0	0	10	0
Added	8	1	0	0	0	0	0	0	0
Total	34	2	2	0	1	0	0	10	0

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	Nill

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
0	657368	Nil	1039487

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)

At first the finance committee prepares the budget proposal for maintenance of college building, field etc, for equipment to be purchased for different departments through purchase committee, for books to be purchased by library for different departments in a financial year. After that Governing body approves the budget after discussion in its meeting after some minor correction. Equipment- The departments submit their requirements of equipment to the Principal . The Purchase committee seeks quotations and after comparison of quotations equipment are purchased. Books - Every department submits books list to be purchased to Librarian. Librarian gives order to book shop after verification of quotations and books are purchased. The college possesses a non-teaching staff with designation electrician cum caretaker in Govt. approved permanent post. Every department , students representative inform him about non-functioning of any electric fitting, fittings in wash rooms etc. , for drinking water supply and he arranges mechanics accordingly. Garden, Field - we employ temporary gardener and other staff to look after college garden. College field is regularly maintained by mowing of grasses as students of physical education do their practicals in this field, NCC NSS students do parades.

<https://seramporegirlscollege.org/sgc/aqar.php>

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	Kanyashree K1	50	50000
Financial Support from Other Sources			
a) National	0	0	0
b) International	0	0	0

[View File](#)

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Certificate in Communicative English	13/08/2019	26	MOU signed with Netaji Subhas Open University

No file uploaded.

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
Nil	nil	0	0	0	0
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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
22	22	3

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
nil	0	0	00	0	0
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
Nil	0	NA	NA	NA	NA
No file uploaded.					

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
Nil	0
No file uploaded.	

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

Activity	Level	Number of Participants
Swimming	College Level	1
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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Best NSS	National	1	1	614-1211	Sanchari

volunteer
(Individual)
award

-0147-17

Chowdhury

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

Today's education system is not just confined to academics but modern-day college focus on imparting skills to students like personality development, confidence building, communication skills, etiquettes, etc. Cultural activities come into play in instilling these skills in the students. Encouraging students to participate in cultural activities is the most effective way to inculcate personality-related skills. These include activities like dancing, singing, sports, etc. Unfortunately, many parents and students find these activities as total waste of time and energy. However, the truth is entirely different as cultural activities enable students to gain confidence and understand their culture in a much better way. Students have been actively participating in various college activities such as annual sports, karate, NSS, NCC, the college union and other cultural activities. They have also been representing in National events such as Republic Day parades, youth parliament, swimming competition. The NCC unit of our college has been participating in various social service activities such as blood donation camps, tree plantation, Swachhta Pakwada campaign, open-defecation-free campaigns. The NSS unit of our college has been participating in social service activities such as blood donation camps, food relief camps, organized painting competition among slum kids around the college. Students have actively participated in creative arts like Music, Drama and Visual Arts. The students Union annually organizes functions such as freshers welcome ceremony, socials. The college administration with the help of students organize annual sports events, Republic Day celebration, Independence Day Celebration etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The alumni association, registered as Serampore Girls College Alumni Association (SGCAL), was started in the institution from 2007. It was registered in 2015.

5.4.2 – No. of enrolled Alumni:

110

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

The activities could not be carried forward due to restriction imposed by COVID 19 crisis.

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)

Our institution executes practices of decentralization for smooth running and functioning. For any institution to maintain its academic/ curriculum standards, decentralization of responsibilities among the staff and teacher is

very important. There are various committees headed by conveners to perform different activities such as academic or extracurricular activities, conducting University examination and administrative activities as well. Convener of each committee shares his/her innovative ideas to perform the activities of that specific committee. Members of each committee hold discussions among themselves and share their ideas and implement/execute different rules and regulations accordingly. Different committee: a) IQAC b) Academic committee c) Admission Committee d) Purchase committee e) Building committee f) Campus Beautification committee with two subparts gardening and cleaning g) Magazine Committee h) Cultural Committee i) Committee for sports and youth affairs j) Student's union k) Women's Cell l) Grievance redressed cell m) Committee for CAS and other financial matters for staff n) Research and journal committee o) NSS advisory committee Participative Management (a) There is a representation of teachers and non-teaching staff in governing body which has a power to take decisions on major activities of the college pertaining to overall development. (b) There is effective representation of teaching and non-teaching body. They take decisions regarding major financial planning of the college. (c) The work of NAAC-SSR preparation has been distributed criteria-wise among teachers.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Admission of students: As per the order of the Government of West Bengal, college has introduced online admission system since last five years. Admission of students is according to merit.
Library, ICT and Physical Infrastructure / Instrumentation	Library, ICT and physical Infrastructures/ Instrumentation: Our College has well maintained library wherein books are distributed liberally among the students. 2019-2020 No. of text books added is 206 of total cost 86876 no of reference books added is 51 having cost 11655. 80new journals/magazines of cost 2238 have been added. Also available no. of e-books is 16908 and e-journal is 6293. However there is scarcity of books for the syllabus recently introduced at CBCS in the absence of grants by the UGC. Due to paucity of funds, required no. of books cannot be purchased and so the demand of students cannot be fulfilled satisfactorily. ICT: 6 rooms have ICT facilities. Physical infrastructure/ instrumentation: Required instruments are available for newly intruded subjects like Physical Education, Music, Botany, Zoology, Chemistry.
Examination and Evaluation	Examination and Evaluation: Series of examinations are held regularly as per

University curriculum. Besides, our college takes extra measure to improve the general learning and results of students at the University level.

Academic Calendar (Session- 2019-20)

(i) Initial assessment for semester-I III: 3rd week of November, 2019 (ii) Tutorial classes as per routine. (iii) Test for semester-I III: 4th week of November'19 (iv) Part III Test Examination 2nd week of December'19. (v) Final exam of Semester-III: 2nd week of December (vi) Final exam of Semester-I: 2nd week of January (vii) Remedial classes for 3rd year students. (viii) Submission of term paper for honors and general students: last week of March. (ix) Internal examination of semester II IV were proposed to hold in 3rd week of May and the thereafter the tutorial exam were supposed to hold. Tentative date of final examination for semester II IV were 2nd week of June, 2020. The probable starting final examination of III year was the end of April. But due to pandemic and lockdown imposed March'20 onwards all class and examinations were held online.

Teaching and Learning

Teaching and Learning: 1. Faculty exchange program/ Extension lecture: In faculty exchange program teachers' of one department is to impart lecture on a related topic to the students of another department and vice versa. Fostering mutual coordination and understanding benefits the students. 2. Student's Seminars: Seminars are held with a view to encourage and inculcate extensions reading habits and presentation skill in students. The students are highly benefited and their response too is satisfactory. 3. Quiz contest session: These sessions motivate students to go through their lessons thoroughly enabling them to face questions of various types. Such practice encourages healthy competitions among students, helping them to relax their minds from monotonous studies and exercising their brains simultaneously. 4. Open house session: This is another important development of the institution. A set of questionnaire is being prepared for the students in accordance to which their answers are sought regarding the growth of the department in every sphere including departmental library,

availability of books, teaching-learning methods aids and extra amenities required. Students' suggestions are taken into account and through their practices we address their grievances, if any, thus resolving them in the process. 5. Wall Magazine: This is another healthy practice in which students are assigned topics from their syllabus. They work happily putting their efforts to wall up a magazine on their respective display board which in curricular based, yet well designed. 6. Imparting education/lesion through e-resources: Use the digital technology, videos, online courses etc. for making them resourcefully aware of advanced technology motivating the students to take active participation. 7. Certificate Course: We have started various job oriented certificate courses for both the current and outgoing students.

Curriculum Development

Curriculum Development: University curriculum pattern is being strictly adhered to as per University stature. Besides we follow our own innovative measures for the enhancement of the students' learning. 1. Series of class tests/tutorials: Each department conducts these tests every month, semester-wise enabling the students to prepare their lessons well in advance before they appear in final semester examinations. 2. Parent-Teacher-Students coordination program: Each department organizes Parent-Teacher-Students coordination program every academic session that are arranged to seek parents' suggestions for improvements of the department. 3. Annual academic excursion: Academic excursions are held in every academic session keeping the students' interests in mind to the extent that their educational aspirations are fulfilled along with entertainment.

Research and Development

Research and Development: 1. One day Awareness workshop on Swayam MOOC-Teaching/ Learning in a digital age was conducted on 17th July 2019 by Serampore Girls' College in collaboration with Indian Institute of Technology, Kharagpur. The workshop was conducted by Mr. Shib Shankar Das, Center for Education Technology, IIT,

Kharagpur. 2. One day international seminar Unish Sataker Bangla Gadya Sahitya- Iswarchandra Vidyasagar was organized by the department of Bengali. Speaker was Dr. Shams Aldin of South East University, Bangladesh held on 22nd January, 2020.

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

E-governance area	Details
Planning and Development	Application for RUSA grant are submitted online. Rashtriya Uchchatar Shiksha Abhiyan holistic scheme of development for higher education are submitted online along with hard copy.
Administration	We appraise the stakeholders through the website. We upload the AQAR which is the yearly appraisal of college activities is uploaded for the perusal of the stakeholders. Also, activities like day to day affairs of the college, recruitment of the guest lecturers, circulating the tender notice etc are done through e-governance.
Finance and Accounts	All government grants including salary are received and disbursed through e-governance. Students get all government aids through e-governance. Affair of college accounts are conducted through e-governance.
Student Admission and Support	Student Admission takes place through online procedures. Students receive various types of scholarships which are provided by Central/State government and other private organizations. Hence the office of the college, after verifying the documents of the students properly, confirm their application for scholarship online. Scholarships are credited to students' bank accounts.
Examination	It includes processing of form fill up for examination, Admit card generation, review, students' DR (Description Roll) which bears presence and absence of students, all are carried out online. Result: All processing of examination is done through the university portal online. Examiners of the respective subjects upload the marks online. All publication/review are done online. In covid situation for uploading examination question papers and examination copy portal has been generated by the college. Also for project submission college portal is

used.

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
Nil	NIL	NIL	NIL	0
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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
No file uploaded.						

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
1 week online FDP on Advancements in Science and its Applications in Engineering,org anized by Department of Science and Humanities ,Hyderabad Institute of Technology and Management.	1	22/06/2020	26/06/2020	5
1 week Online FDP on Open FOAM,organized by International Research and Collaboration Cell,Galgotias University in association with Spoken	1	01/06/2020	05/06/2020	5

Tutorial Project, IIT Bombay. funded by NME through ICT, MHRD				
4 week Induction/Orientation Programme for Faculty in Universities/Colleges/Institutes of Higher Education, organized by TLC, Ramanujan College, D.U, (MHRD), PMMMM on Teachers and Teaching	1	04/06/2020	01/07/2020	28
Online Certificate course on Research Methodology, IBRF, Kolkata	1	26/04/2020	30/04/2020	5
5 days FDP on Contemporary research in economics organised by Amity School of Economics, Amity university, Kolkata	1	17/06/2020	22/06/2020	6
A 4-WEEK INDUCTION/ORIENTATION PROGRAMME FOR FACULTY IN UNIVERSITIES/ COLLEGES/ INSTITUTES OF HIGHER EDUCATION Organized by Teaching Learning Centre, Ramanujan College, University of Delhi Under the aegis of Ministry of Human Resource Development P	6	20/06/2020	24/07/2020	28

<p>ONE WEEK FACULTY DEVELOPMENT PROGRAM ON E-CONTENT DEVELOPMENT IN TEACHING</p> <p>Organized by Saraswati Kala Mahavidyalaya, Dahihanda, Akola in collaboration with PG Department of Computer Science, Sant Gadge Baba Amravati University, Amravati</p>	1	04/06/2020	10/06/2020	7
<p>FIVE DAYS ONLINE FACULTY DEVELOPMENT PROGRAM ON INDIGENEOUS KNOWLEDGE SYSTEMS AND MODERN EDUCATION</p> <p>Organized by Sree Ayyappa College for Women (SACFW) and Shiksha Sanskriti Utthan Nyas (SSUN)</p>	1	25/05/2020	29/05/2020	5
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
27	27	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
West Bengal University and College teacher health scheme	Swastha Sathi Scheme, Govt. of west Bengal.	Nil

6.4 – Financial Management and Resource Mobilization

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

Institution conducts internal and external financial audits regularly: In every

2 years, Government approved auditors (external auditors) approved by Educational directorate, Department of Higher Education, Government of West Bengal audit college accounts and submit certificate of audit. At present Government audit up to financial year 2019-20 has been completed.

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

1124119

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	Nil	Nil	Nil
Administrative	No	Nil	Nil	Nil

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

1. Parent teacher meetings are done regularly for each department and feedback from parents are taken regarding the student's preparation at home 2. On the other hand parents are informed by the teachers about their wards' progress in class thereby providing enough scope for improvement. 3. These kinds of parent teacher coordination program facilitate learning and doing quite well in the examination.

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

NIL

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

1. Certificate courses have been introduced. 2. Introduction to science subjects like Botany, Zoology and Chemistry and laboratories for individual subject have been established. 3. Computer training center has been started and physical education as a subject has been introduced.

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
Nil	NA	Nil	Nil	Nil	0
No file uploaded.					

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
NIL	Nil	Nil	0	0

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
NIL

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	5

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nil	Nil	Nil	00	NIL	NIL	Nil
No file uploaded.							

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 Students	Nil	Students would abide by rules and regulations of the college and respect its vision, mission, cultural practices and the traditions. stay in college with the joyful learning experience. maintain the highest standards of academic integrity while presenting own academic work. remain punctual, disciplined and regular in attending classes. observe modesty in their overall appearance(dress, hair style, make ups) and behaviour. behave with dignity and courtesy with teachers, staff and fellow students.

contribute towards cleanliness of the campus and surroundings. Do not through waste paper and plastic here and there except dustbins. respect and care for the institutional properties. be honest in providing only truthful information on all documents. strive to keep campus ragging free. maintain good health and refrain from any kind of intoxicants. follow the notices regularly given by the departments and Principal's office. They should not work after receiving verbal information from a fellow student Water is precious. So do not waste water at the time of collecting drinking water and using toilet blocks in college. They should be conscious about it at their home also and spread the message to save water. Be careful about the greenery of college. They should always remain conscious to save environment and try to implant saplings in and around their home. not use mobile phones in corridors of college buildings. guide the junior students to follow the regular co-curricular and extra curricular activities. Be sensitive to the needs of society.

Code of Conduct for College Staff

Nill

The Code of Conduct (henceforth called Code) is the guidelines for expected behaviour of all persons in service including new entrants at Serampore Girls' college to propound ethical service towards students with love and devotion for their holistic development. It is

compulsory for all employees of college to read the code and to facilitate actualization of human potential within them by practicing human values and professional ethics which will ultimately bring qualitative change in work culture in college. The college authority expects from all stake holders that they will make efforts to maintain peaceful academic ambience within the college for teaching and learning to promote institution's performance towards excellences in the field of higher education. All stakeholders should cooperate and assist in functioning of all academic activities along with co-curricular and extra-curricular activities of the students of the college. The overall excellence of an institution is judged considering all these activities and it is possible only through heart-felt cooperation/ involvement of the stakeholders. Encourage the students to improve their academic attainments, develop their personalities and at the same time to contribute to community development. Participate in extension, co-curricular and extra-curricular activities of the college including community service. Respect the rights and dignity of the students in expressing her opinion. Manage private affairs in a manner consistent with the dignity of the

profession. There are teacher as well as students from the category of differently able persons in college. The institution always prioritises to meet their special needs. All stakeholders would always forward their generous help to differently able persons as per their need. Support and actively participate in the developmental activities of the institution and create ambience that inspire team work to complete different developmental works joyfully. Raise issues and grievances in dignified manner. All stakeholders are expected to be aware about gender sensitization and equal opportunities within institute as well as for the society. The institute expects courteous behaviour among the stakeholders. All of us believe that any misunderstanding or disagreement that arise during work is settled only through discussion amicably by showing mutual respect and maintaining peaceful environment of the college. All stakeholders are expected to be always conscious of a) cleanliness in and around campus b) saving energy within campus and c) water conservation. They would be caring for institute's property as well as greenery and propagate all the above among the students.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIL	Nil	Nil	Nil

No file uploaded.

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

1. NSS organizes special camp for plantation of tree in various village areas, and within the college campus for promoting greenery. 2. NSS Campaigns for plastic free Zone within the campus. 3. NSS takes initiatives in conducting 'Swachha Bharat Abhiyaan' outside the campus. 4. Students are encouraged to make posters highlighting the necessity of eco-friendly environment in and around the college campus. 5. We tried to make our campus plastic-free by systematically banning the use of plastics and replacing the same with suitable environmentally friendly substitutes like newspapers, packets/ Neem, segun, Sal and Banana plan leaves. 6. We installed water purifier system and we supply water to the garden through the wasted water of our college.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title of the Practice: • Teaching-learning forms the most crucial part of the 'best practice' followed in our institution. Our institution strictly adheres to the curriculum as practiced by CBCS format as included by University of Calcutta. • Initial assessment of MCQ pattern of the questions on completion of the first month of completion of Honours programme (2016-2017). • Student's feedback on individual teachers helped to rectify if there was any lack in the process. • Additional smart class room and use of microphone during lectures in large class room had facilitated the accommodation of large number of students. • Emphasis shifted from educational to different historical places to 'know your city' programme. • Automated college management system package had been installed and started functioning. • Teachers from every department had attended workshops on CBCS which had positive impact on teaching and learning, thus motivating both teachers and students to cope with the new system. • Retest for Honours/General students were conducted by each and every Department, So that the students would come up with better results than the previous years and this practice has always been aspired for perfection to achieve perfection. • A computer centre has been under progress with better and improved function benefiting the students, has been rewarded with completion certificate from-WEBEL in collaboration with our college.(2019-20) • Communicative English. • We emphasize on student's understanding and execution of class lectures, encourage on group discussion, frequent class room quizzes, extempore speeches, Student's seminars and presentation of those papers in the respective department, and periodical wall magazine, regularly being put up on contemporary issues and topics, by all the Dept. of science and humanities.

7.2. 2 Best Practices:- 1. Title: Sensitization and Health 2. Objective of the Practice: The objective of the practices is the sensitization of the students and the local venue of the neighborhood for the systematic programming of the active unit of the college. Eco-friendly campus along with effective best management system. (Plastic free campus and green management) Health Objective: Physical Education has been introduced as an elective subject since 2017 academic year with the objective of making students physically strong, mentally strong, healthy, fit individual. Thus keeping themselves well aware of the pandemic. They might face difficulties and take the challenge to combat against physical and mental violence themselves. 3. The Context: In the context of the challenging physical and social violence specially during the pandemic and subsequent lockdown. It has been incumbent on the women of our generation to keep themselves physically strong with sufficient nutrition being provided at home. Physical exercise, Yoga, Karate being all are more necessary for the girl student of our college. 4. The Practice: As per the advice in the Environment Audit Report conducted in 2015, a number of initiatives have been taken towards the environmental awareness/ protection. A number of Sensitization program have

been conducted: a) Threat of global warming. b) Future of excessive use of plastic. c) Prevention of wastage in water and electricity. d) Re cycling of E-wastage. A tree plantation program by the two units of NSS had been conducted during the session. About 20 saplings had been planted along with herbal garden are maintained by the NSS Volunteers and garden keeper of the institution. LED lamps and in place of traditional bulbs, tube light were used to save energy. (2016-2017) Sensitization scenario and workshops are being held in college to develop the students' sense and awareness regarding women and girls' health hygiene and nutrition. Eco- friendly campus: Health: - Initiation of Physical Education as a general subject course was the major objective of our college that had been successfully implemented by our college since 2017 with a aim of sensitizing the group of youth, the young future citizens of our nation and protection of human surrounding. 3. The Context: For the hundreds of the students of our college, many of them from remote village and socially and financially marginalized families. They stop them (students) to pursue higher education. The teacher considers it to be their sacred duty to boost morale of the students to acquire a good hygiene sense which will ultimately make our campus ideal seat of learning. 4. The Practice: The active units of NSS, two active units. NSS, NCC. Women Cell and Alumni Association tirelessly endeavor to sensitization of the students and local girls and women. Through systematic in- campus and off-campus programme besides this regular training for Korean Karate unable our students to be confident about self dependents and facing the odds of the life. With the inspiring Moto " Not Me But You" the students reach out to females of neighborhood. To uplift the living condition of her health. Sensitization Programmes of 2016-17: • Awareness Programme on Protection of Child Right in college campus Shilbagan Slum Area, (NSS, 5th 6th April 2016.) • Workshop on prevention of child marriage. (WC, 6th July 2016) • Seminar on Celebration of International Human Right Day: Free Legal Right of Women. (WC, 10th Dec, 2016) • Seminar on Celebration of International Women's Day: Anti Girl-Trafficking Movement (NSS WC, 29th March 2017) • KOREAN KARATE training classes are held twice a week. Classes are conducted by trained and authorized trainers. 5. Evidence of Success: The whole-hearted response of the neighborhood and our stakeholders made the conveners of different units confident to carry on their projects. The initials success of the ventures encouraged them to expand the areas of discussion and activity and organize gender specific programme with wider ambiance. • A large number of students have expressed their willingness to join the cell and units to take part in this noble venture of sensitization of girls and women. Since ours is a girl's college, the stakeholder, i.e. the guardians and the community people are also enthusiastic about different 'on' and 'off' campus programme which is evident in their willingness to extend their help for their children's activities, in spite of their limited resource. • Our Sempai of KARATE team won several medals (3 gold, 2 silver, 1 bronze Medals) in district Level, organized by Tang Tsu Doo Karate Association of India in June, 2017. Presently our students are enthusiastically preparing for the next State Level Championship in January, 2018. 6. problem encountered and resource required: • Most of the student who take part in this programme commute from distant places. In many cases they have to stay back in the college campus even after academic classes are over. Extra Tiffin is required for them. Women cell has no regular financial provision for this. We have approached the finance committee of the college to make provision for this support. The matter will be placed in the governing body. • Though railway concession is available for the students multiple breaks- up of Bus/ Auto rickshaw / Toto / Rickshaw journey to make up the time seem to be an extra burden. • But the financial support from the Kanyashree project seems to solve their financial problems. • The mother university provides regular grant for the activity of the NSS programme as per the rule. • We are yet to receive any government or university grant for KARATE training programme.

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

<https://seramporegirlscollege.org/sgc/aqar.php>

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

Kanyashree is an initiative taken by the Government of West Bengal on 14th August 2013 to improve the life and the status of the girls by helping economically backward families with an incentive in term of cash. There are three prime objectives of this scheme first, deterring marriage till at least the age of 18, which indeed will reduce the risks of early pregnancies, child mortality, and other disabling health conditions. Secondly, to continue their education since enrolment in school and colleges is the prime basis for securing the Grant, which indeed will provide them a footing in the social and economic sphere. Thirdly, this enrolment in an educational institution for securing the scheme in term of cash is in a way development of the Human Resource and indeed increase their self esteem as a Gender itself. In June 2017 United Nations honours, Kanyashree with the highest public service award. It was ranked the best among 552 such social sector scheme from across 62 countries that were nominated for the coveted award. Under the Kanyashree Prakalpa there has been two conditional cash benefits components. 1. The first is K1, an annual scholarship of Rs. 1000/- to be paid annually to the girls from 13 to 18 years of age group for every year that they remain in education, provide they are unmarried at the time. 2. The second benefit is K2, a one-time grant of 25,000/-, to be paid when girls turn 18. It is necessary to state that till 2018-2019 family income was set forth as an criteria to disseminate the cash but from 2019-2020 it was taken out. What is important is not only to avail the Grant, but more important is to disseminate the Grant among the section who is in need of it. In respect to that our Institution has been at the forefront in the Hooghly districts for securing, arranging and distributing the fund among the students of our institution. Under this scheme the institution provides both K1 and K2 to students on the basis on certain conditions. First, if a student date of birth is below 18 years, then she can opt for K1 renew which was started in the school. Secondly, if a student K1 is done in the school, then she carries that forth at the college level for K2. Thirdly, if any student has not done K1 and is below 18 years then she can freshly apply for K1. Fourthly is any students has done K2 at the school level and have received the incentive than she cannot apply for K2 at the school level. In case of K1 the amount is Rs 1000 per year while for K2 it is Rs 25000 one time. The student has to have educational linkage with the college and as criteria have to be unmarried. A short overview of the different types of scholarship provided by the institution along with the number of students benefited out of it is given below.

Provide the weblink of the institution

<https://seramporegirlscollege.org/sgc/aqar.php>

8.Future Plans of Actions for Next Academic Year

We have already complied with the plans of action that were taken in the last academic session 2018-2019. Proper infrastructure and resource development has been initiated for the CBCS (Choice Based Credit System) examinations that have been in progress since 2018. It is in full swing and classes, examinations, evaluations are functioning smoothly (of course there is scope for further improvement). Language Lab has been introduced as per NAAC recommendation. Our Institution has a newly constructed four storied building which is used for

teaching learning process facilitating suitable learning environment and administrative section has also been shifted to the newly constructed building. Certificate courses are introduced in computer learning, Communitive English and Art and Craft. Very good student response in these courses. Due to global pandemic, Covid-19, rapidly spreading world wide and subsequent lock down being imposed, our Institution has been conducting routine-bound online classes since April 2020. If pandemic continues online mode of teaching and learning is to continue. Study materials to be provided in college website and Students' what's app group for their better understanding of lessons and tutorials to be conducted simultaneously. ICT classes to be continued in the online mode. Students are to be motivated and mentored to address their problems and difficulties if they hamper their academic progress.