



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1. Name of the Institution

BANKIM SARDAR COLLEGE

- Name of the Head of the institution **Dr. Tilak Chatterjee**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **03379602076**
- Mobile no **9874466440**
- Registered e-mail **iqacbscollege@gmail.com**
- Alternate e-mail **writeprincipal@gmail.com**
- Address **Village-Tangrakhali, PO-Tangrakhali, PS-Canning, District-South 24 Parganas, West Bengal. PIN-743329**
- City/Town **Canning**
- State/UT **West Bengal**
- Pin Code **743329**

2. Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**

- Financial Status **Grants-in aid**
- Name of the Affiliating University **University of Calcutta**
- Name of the IQAC Coordinator **Kalyan Chattopadhyay**
- Phone No. **9051565909**
- Alternate phone No. **9051565909**
- Mobile **9051565909**
- IQAC e-mail address **iqacbscollege@gmail.com**
- Alternate Email address **profkalyan@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

https://www.bankimsardarcollege.org/uploads/93aqar_-2019-20.pdf

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://www.bankimsardarcollege.org/file/semester-calendar>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	71	2007	31/03/2007	30/03/2012
Cycle 2	B	2.3	2015	03/03/2015	02/03/2020

6. Date of Establishment of IQAC

01/01/2008

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	NIL	0

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 4

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount

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

Augmenting online infrastructure for teaching learning during Covid lockdown period Designing online examination portal Training of teachers and students for online teaching learning Preparing the College for NAAC assessment Spreading Covid safety awareness and vaccination camp organisation

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

Plan of Action	Achievements/Outcomes
<ul style="list-style-type: none"> • Teachers' training online training to take classes on Zoom platform/ Google Platform • Teachers' training on Online evaluation for continuous internal assessment • Teachers' training from expert trainers towards making use of Google tools for teaching-learning evaluation as well as documentation • Online mentoring of students • Designing College's own exam portal to conduct online University Examination. • Conducting college admission and university registration in online mode • Fulfilling social responsibilities during Covid • Conducting Cultural and Social Programme online • Online Webinar series by the Economics department 	<p>The year 2020 - 2021 was something different and will be remembered in the history of mankind as one of the most challenging era that the human mankind has faced during the last 100 years. The outbreak of the COVID 19 Pandemic compelled the entire world to be locked inside the four walls for several months waiting for the pandemic to pass over or discovery of a vaccine to save the mankind from the life threatening disaster, making death to be an inevitable outcome. True this was a crisis and like any other crisis in the past Pandemic and the resultant lockdown brought before us several lessons - as to how to live and survive, how to make others live and survive and still sustain ourselves by securing both life and livelihood. In the education sector the task was more challenging as the concept classroom teaching soon got replaced by teaching from home and run the wheels of curriculum delivery, teaching-learning evaluation and students support. Governance too assumed a new reflection in the form of e-governance as far as possible. Bankim Sardar College in the Sunderbans took the crisis as a challenge and overcame the challenges by way of learning new things and doing the same tasks in a new way. Today all stakeholders realize that they had the latent potential to</p>

deliver the needs of time and the lockdown during the pandemic have unearthed the pent up potential adding value and thus sustaining quality journey even during the pandemic. Learning to work from home Initially all were not willing to work from home either due to inability to work online or due to reluctance to work while at home. Principal started learning the use of technology and encouraged teachers to make use of Zoom or Google platform. Within middle of April, 2020 most teachers started learning new things and started reaching out to the students. The task was no mean but concerted effort brought the success. • Teachers were provided online training by the Principal and Peers towards enabling them to take classes on Zoom platform/ Google Platform • Teachers formed whatsapp group of their students and provided training to make them understand the necessity of learning from home through online mode • Training to Teachers for Online evaluation for continuous internal assessment • Later on Teachers received training from expert trainers towards making use of Google tools for teaching-learning evaluation as well as documentation • Class links (google links) were submitted to the Principal before the commencement of classes and the links were uploaded in the college website for future record Keeping is touch with the students though mentoring Keeping in touch with the

students was another major challenge particularly so where students remain geographically dispersed in the islands of Sunderbans. Principal formed about 100 WhatsApp groups of students with teachers across other subjects remaining their mentor and admin in such groups, Principal also remained an admin in each of these 100 groups and monitored the communications of the students with their respective mentors. The Mentee (Students) – The Mentors (Teachers) – The Mentor of Mentor (Principal) chain worked remarkably well to keep in touch with all students of the college during the entire lockdown period. Conducting university examination through the college examination portal College built own exam portal to conduct online University Examination. Teachers were given online training to make use of the portal college portal and make their mentees learn how to download question papers, scan papers, upload answer sheets through the college portal and appear for the university examination by Work from Home amidst lockdown. Five such exams were held during Oct 2020, Dec 2020, Mar 2021, July 2021, Jan 2022. The portal also remained instrumental for evaluation of answer scripts by the teachers by working from home Conducting college admission and university registration in online mode Another challenge was to take admission of students during the session 2020-21 and 2021-22 and

further make them registered under the affiliating university without any single instance of physical meeting with the students. The task was challenging but the staff and the teachers made use of regular online meeting with applicants and guided them to do the task entirely of the online platform. Conducting college admission and university registration in online mode Students received stipend, scholarship and other admissible benefits and all acts of verifications were made through online platform as far as possible. Fulfilling social responsibilities April - July - 2020 - Mask Movement by the NCC April - May - 2020 - Relief for Covid sufferers May - June - 2020 - Relief for Amphaan sufferers Conducting Cultural and Social Programme August 15, 2020 - Online Cultural Programme on the occasion of Independence Day October 10, 2020 - "Agamoni" - Cultural programme by students for Celebrating Durga Puja October 10, 2020 - Freshers' Welcome Oct 2021 / Nov 2021 - Online Induction Meeting January 23, 2021 - Observing Netazi Subhash Chandra's Birthday (Offline) January 26, 2021 - Observing Republic Day (Offline) February 05, 2021 - Saraswati Puja (Offline) Department of Economics Initiative in collaboration with IQAC Aug 2, 2020 - Preparation for Masters' Degree Entrance Examination Speaker/Resource Person - 1) Prof. Dr. Tilak Chatterjee Aug 5, 2020 - Study of Economics- A

Suggested Roadmap For Sem 3 (On Micro Economics)
 Speaker/Resource Person - 1) Prof. (Dr.) Kausik Gupta Aug 6, 2020 - Study of Economics- A
 Suggested Roadmap For Sem 3 (On Macro Economics) UGC-CPE SPONSORED Speaker/Resource Person - 1) Prof. (Dr) Ranjanendra Narayan Nag Aug 8, 2020 - Preparation for Masters' Degree Entrance Examination
 Speaker/Resource Person 1) Prof. (Dr.) Tilak Chatterjee Aug 9, 2020 - Study of Economics- A
 Suggested Roadmap For Sem 5 (International Economics) Speaker 1) Prof. (Dr) Ranjanendra Narayan Nag Aug 10, 2020 - Study of Economics- A
 Suggested Roadmap For Sem 5 (On International Economics) Speaker/Resource Person 1) Prof. (Dr.) Kausik Gupta

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

1.Name of the Institution	BANKIM SARDAR COLLEGE
• Name of the Head of the institution	Dr. Tilak Chatterjee
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03379602076
• Mobile no	9874466440
• Registered e-mail	iqacbscollege@gmail.com
• Alternate e-mail	writeprincipal@gmail.com
• Address	Village-Tangrakhali, PO-Tangrakhali, PS-Canning, District-South 24 Parganas, West Bengal. PIN-743329
• City/Town	Canning
• State/UT	West Bengal
• Pin Code	743329
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid
• Name of the Affiliating University	University of Calcutta

• Name of the IQAC Coordinator	Kalyan Chattopadhyay				
• Phone No.	9051565909				
• Alternate phone No.	9051565909				
• Mobile	9051565909				
• IQAC e-mail address	iqacbscollege@gmail.com				
• Alternate Email address	profkalyan@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.bankimsardarcollege.org/uploads/93aqar_-2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.bankimsardarcollege.org/file/semester-calendar				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	71	2007	31/03/2007	30/03/2012
Cycle 2	B	2.3	2015	03/03/2015	02/03/2020
6.Date of Establishment of IQAC			01/01/2008		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			4		

Plan of Action	Achievements/Outcomes
<ul style="list-style-type: none"> • Teachers' training online training to take classes on Zoom platform/ Google Platform • Teachers' training on Online evaluation for continuous internal assessment • Teachers' training from expert trainers towards making use of Google tools for teaching-learning evaluation as well as documentation • Online mentoring of students • Designing College's own exam portal to conduct online University Examination. • Conducting college admission and university registration in online mode • Fulfilling social responsibilities during Covid • Conducting Cultural and Social Programme online • Online Webinar series by the Economics department 	<p>The year 2020 - 2021 was something different and will be remembered in the history of mankind as one of the most challenging era that the human mankind has faced during the last 100 years. The outbreak of the COVID 19 Pandemic compelled the entire world to be locked inside the four walls for several months waiting for the pandemic to pass over or discovery of a vaccine to save the mankind from the life threatening disaster, making death to be an inevitable outcome. True this was a crisis and like any other crisis in the past Pandemic and the resultant lockdown brought before us several lessons - as to how to live and survive, how to make others live and survive and still sustain ourselves by securing both life and livelihood. In the education sector the task was more challenging as the concept classroom teaching soon got replaced by teaching from home and run the wheels of curriculum delivery, teaching-learning evaluation and students support. Governance too assumed a new reflection in the form of e-governance as far as possible. Bankim Sardar College in the Sunderbans took the crisis as a challenge and overcame the challenges by way of learning new things and doing the same tasks in a new way. Today all stakeholders realize that they had the</p>

latent potential to deliver the needs of time and the lockdown during the pandemic have unearthed the pent up potential adding value and thus sustaining quality journey even during the pandemic. Learning to work from home Initially all were not willing to work from home either due to inability to work online or due to reluctance to work while at home. Principal started learning the use of technology and encouraged teachers to make use of Zoom or Google platform. Within middle of April, 2020 most teachers started learning new things and started reaching out to the students. The task was no mean but concerted effort brought the success. • Teachers were provided online training by the Principal and Peers towards enabling them to take classes on Zoom platform/ Google Platform • Teachers formed whatsapp group of their students and provided training to make them understand the necessity of learning from home through online mode • Training to Teachers for Online evaluation for continuous internal assessment • Later on Teachers received training from expert trainers towards making use of Google tools for teaching-learning evaluation as well as documentation • Class links (google links) were submitted to the Principal before the commencement of classes and the links were uploaded in the college website for future record Keeping is

touch with the students through mentoring. Keeping in touch with the students was another major challenge, particularly so where students remain geographically dispersed in the islands of Sunderbans. The Principal formed about 100 WhatsApp groups of students with teachers across other subjects, remaining their mentor and admin in such groups. The Principal also remained an admin in each of these 100 groups and monitored the communications of the students with their respective mentors.

The Mentee (Students) – The Mentors (Teachers) – The Mentor of Mentor (Principal) chain worked remarkably well to keep in touch with all students of the college during the entire lockdown period. Conducting university examination through the college examination portal. The college built its own exam portal to conduct online University Examination. Teachers were given online training to make use of the portal, college portal, and make their mentees learn how to download question papers, scan papers, upload answer sheets through the college portal and appear for the university examination by Work from Home amidst lockdown.

Five such exams were held during Oct 2020, Dec 2020, Mar 2021, July 2021, Jan 2022. The portal also remained instrumental for evaluation of answer scripts by the teachers by working from home. Conducting college admission and university registration in

online mode Another challenge was to take admission of students during the session 2020-21 and 2021-22 and further make them registered under the affiliating university without any single instance of physical meeting with the students. The task was challenging but the staff and the teachers made use of regular online meeting with applicants and guided them to do the task entirely of the online platform. Conducting college admission and university registration in online mode Students received stipend, scholarship and other admissible benefits and all acts of verifications were made through online platform as far as possible. Fulfilling social responsibilities April - July - 2020 - Mask Movement by the NCC April - May - 2020 - Relief for Covid sufferers May - June - 2020 - Relief for Amphaan sufferers Conducting Cultural and Social Programme August 15, 2020 - Online Cultural Programme on the occasion of Independence Day October 10, 2020 - "Agamoni" - Cultural programme by students for Celebrating Durga Puja October 10, 2020 - Freshers' Welcome Oct 2021 / Nov 2021 - Online Induction Meeting January 23, 2021 - Observing Netaji Subhash Chandra's Birthday (Offline) January 26, 2021 - Observing Republic Day (Offline) February 05, 2021 - Saraswati Puja (Offline) Department of Economics Initiative in collaboration with IQAC Aug 2,

2020 - Preparation for Masters' Degree Entrance Examination Speaker/Resource Person - 1) Prof. Dr. Tilak Chatterjee Aug 5, 2020 - Study of Economics- A Suggested Roadmap For Sem 3 (On Micro Economics) Speaker/Resource Person - 1) Prof. (Dr.) Kausik Gupta Aug 6, 2020 - Study of Economics- A Suggested Roadmap For Sem 3 (On Macro Economics) UGC-CPE SPONSORED Speaker/Resource Person - 1) Prof. (Dr) Ranjanendra Narayan Nag Aug 8, 2020 - Preparation for Masters' Degree Entrance Examination Speaker/Resource Person 1) Prof. (Dr.) Tilak Chatterjee Aug 9, 2020 - Study of Economics- A Suggested Roadmap For Sem 5 (International Economics) Speaker 1) Prof. (Dr) Ranjanendra Narayan Nag Aug 10, 2020 - Study of Economics- A Suggested Roadmap For Sem 5 (On International Economics) Speaker/Resource Person 1) Prof. (Dr.) Kausik Gupta

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	27/02/2022

15.Multidisciplinary / interdisciplinary	
The newly introduced curriculum under the CBCS offers several areas having interdisciplinary domains. Teachers are made to identify such interdisciplinarity and prepare them towards effective curriculum delivery across other departments.	
16.Academic bank of credits (ABC):	
Being affiliate of an university the task of conducting examination and giving credits solely rests on the university. The digital repository of credits (as obtained by the students) or the academic bank of credit is maintained by the university.	
17.Skill development:	
The college appreciates that skill development is important in the progression roadmap of each student. For this reason the college imparts 1. Add on courses on Communicative English, Basic Course of Computers, Basic Course in Tally certified by Netaji Subhash Open University 2. One Youth Employment Programme (YEP) delivered by TATA CONSULTANCY PROGRAMME with whom the college holds collaboration	
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
With various Dibash celebration the college sought integration of Indian Knowledge system as an affiliate college we have no authority to launch a formal online course. However, UG and PG course in Bengali, UG courses in Sanskrit are being taught primarily in face 2 face mode. During Covid lockdown period these courses were taught online.	
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):	
We haven't started yet as an affiliate college.	
20.Distance education/online education:	
Various UG and PG courses in Distace Education mode are offered by Netaji Subhas Open University (NSOU). An MOU with NSOU is in place.	
Extended Profile	
1.Programme	
1.1	363

Number of courses offered by the institution across all programs during the year		
File Description		Documents
Data Template	View File	
2.Student		
2.1 Number of students during the year		1922
File Description		Documents
Institutional Data in Prescribed Format	View File	
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		402
File Description		Documents
Data Template	View File	
2.3 Number of outgoing/ final year students during the year		398
File Description		Documents
Data Template	View File	
3.Academic		
3.1 Number of full time teachers during the year		57
File Description		Documents
Data Template	View File	
3.2 Number of sanctioned posts during the year		60

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	29
4.2 Total expenditure excluding salary during the year (INR in lakhs)	38.55378
4.3 Total number of computers on campus for academic purposes	89

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution being an affiliated college of University of Calcutta, delivers the curriculum as per guidelines of the University. Due to Pandemic all meetings are held online. However, this institution adheres some "distinctive practices" even during locked down. For effective curriculum delivery the college emphasises on

1. Regular online attendance is monitored by the feedback taken up by the principal from all the stake holders.

2. An academic calendar is prepared at the beginning of the year with details of commencement of classes, examinations, students' seminar, special lectures etc. 3. Online classes are held primarily by Zoom, Google meet, Google Classroom. 4. The syllabus is distributed among the departmental teachers and classes allotted as per the online routine are displayed in college website. 5. The departmental online routines are approved by the Principal regularly.

6. Regular departmental online meetings are also held to discuss the completion of the syllabus 7. The institution conducts online internal assessments as a mark of the most effective step towards

curriculum delivery.

8. Pen-Tab, YouTube are extensively used during work from home.

9. Special online lectures are arranged occasionally. 10. Teachers follow the practice of mentoring with the students 24 X 7 through whats app groups.

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

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

In addition to the terminal evaluation processes of the Calcutta University the system of Continuous Internal Evaluation (CIE) for CC, SEC, DSE, GE and AECC is conducted as per academic calendar and requirements of Calcutta University to monitor academic progress, increase the level of confidence among students while preparing them for formal academic evaluation at the University level and also to understand and address the needs of less meritorious students. During the pandemic all teachers carried out the evaluation online through MCQs and Google forms. On the basis of class response and performance in class tests slow learners are identified and remedial classes are arranged for them. During the end of the semester, the teachers upload the attendance and marks scored in the university portal within the stipulated deadlines as set by the university. In addition to that the various ways in which CIE is operative in the college which include

- Class tests and tutorials
- Home Assignments
- Syllabus- oriented Term papers and Project preparation
- Syllabus-related paper presentations
- Group discussions
- Compulsory field work for students of Botany, Geography and Zoology
- Report writing based on educational excursions in departments like History, Philosophy
- Conducting mock interviews, Quizzes and viva voce examinations

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

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

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

15

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

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

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

requirement for year: (As per Data Template)

0

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

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

0

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

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

As the college is an affiliate of the university, the college itself does not have much scope and opportunity to develop and design its curriculum. It follows the curriculum suggested by the university. However, the university in recent times has introduced the Choice Based Credit System in which Skill Enhancement Courses (SEC) and Discipline Specific Electives (DSE) are incorporated to supplement the basic Core Courses. In these SECs and DSEs there are several cross cutting issues which are relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability

The Departments like Philosophy, Political Science, English, Geography, Education, History, Economics, Chemistry, Physics, Botany and Zoology integrate several crosscutting issues into their curriculum which covers Indian and Western Ethics, Business Ethics, Business Ethics, Women's Education, Women's Writing, Eco Feminism, Gender and Society, Gender & Women, Human Rights and

Theory, Human Rights in a comparative perspective, Environmental Geography, Man and Environment, Sustainable Development , Environment issues in History, Sustainable Development, Green Chemistry and Natural Products, Plant Geography, Ecology and Evolution, Environment Conservation and Sustainability and Renewable Energy Sources

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

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

123

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

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

1562

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

939

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

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

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

296

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The distinctiveness of this institution is that the college is helping the students to reflect and realise their potential. The teachers are identified with the necessity of appreciating the learning levels of the students and it follows certain innovative ways of assessing them. Each department conducts regular continuous internal assessments on the portion of the syllabus completed. The teachers give home assignments and departmental quizzes are arranged regularly. In this process the learning levels of the students get assessed.

Programs for Slow Learners:

Remedial Teaching is arranged to redress the deficiencies of the slow learners

Programs for Advanced Learners:

Peer Teaching is arranged where advanced learners are encouraged to help their classmates.

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

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

Number of Students	Number of Teachers
1916	57

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Teachers in this institute believe that education should address the distinct learning needs, interests, and aspirations of individual students. To accomplish this goal, teachers engage the students in a wide variety of methods - from modifying assignments and instructional strategies in the classroom to entirely redesigning the ways in which students are grouped and taught.

Learning through experience

Practical classes - Before the advent of Covid-19 and the ensuing lockdown students in the departments of Geography, Physics, Chemistry, Botany and Zoology remains engaged in experimental learning during their practical classes.

Virtual Study tour/ Field tour - Departments like History arranged virtual museum tours using ICT tools.

Problem solving

Assignments - Students are given assignments on different types of problems on topics covered in class.

Participative Learning

Students' Quiz - Departments organise virtual quiz events where

students form groups within themselves and design questions on their curriculum and contest to be the winners.

Peer-Teaching - The advanced learners are encouraged to help their classmates and also to take classes under the guidance of subject teachers.

Extension/ Outreach activity:

Students serve the neighbourhood community in the aftermath of the Amphan cyclone.

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

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

The lockdown due to the advent of Covid-19 posed a great challenge before the teachers. However, the teachers made the most use of various ICT tools to continue the process of teaching-learning. They conduct regular classes through Google Classroom and Google Meet, conducted tests and quizzes through Google Form, etc. They also uploaded their lectures on video sharing platforms like YouTube.

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

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

2.3.3.1 - Number of mentors

57

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

2.4 - Teacher Profile and Quality

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

57

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

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

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

17

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

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

2.4.3.1 - Total experience of full-time teachers

591.25

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

2.5 - Evaluation Process and Reforms

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

Teachers conducted internal assessments on regular basis using mainly Google Forms. The students are informed of their responses automatically after the test is over. Teachers discuss the correct answers in the subsequent classes. Their grievances and doubts are addressed in these classes by the teachers.

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

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

Teachers as mentors redress the grievances of the students, if any, at the departmental level. The subject teachers discuss the correct answers with the students in the subsequent classes.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Course Outcomes are prepared by teachers and the same are circulated among the students at the beginning of their course. Programme and Course Outcomes are also uploaded in the College

website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.bankimsardarcollege.org/file/pso-co
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The College monitors and ensures the achievement of course outcomes through

- 1.Regular departmental meetings in the virtual mode
- 2.Feedback is sought from students by the teachers and the Principal through Google form
- 3.Monitoring students' progress through tests and assignments
- 4.Management monitors the attainment and non-attainment of programme outcome and course outcome.

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

2.6.3 - Pass percentage of Students during the year

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

408

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

2.7 - Student Satisfaction Survey

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

https://www.bankimsardarcollege.org/uploads/34encrypted_94code-of-conduct-handbook-part-ii.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

1

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

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

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

0

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

3.2 - Innovation Ecosystem

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

NOT APPLICABLE

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

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

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

0

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

3.3 - Research Publications and Awards

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

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

1

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

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

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

11

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

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

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

20

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

3.4 - Extension Activities

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

We encourage our students to become socially aware, committed and responsible citizens. The college has a campus clean and green programme round the year wherein the

Celebration of Swadhinta dibash, swatantrata dibash and Sourya dibash through neighbourhood relationship programmes.

The NCC cadets participate in different programmes in collaboration with West Beacon scout

Celebrating Bibidhero majhe milan mahan - unity in diversity by participating in Cultural exchange programmes

Neighbourhood Relationship, Relief work during lockdown period, Amphan Relief, COVID Warrior, and many others.

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

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

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

0

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

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

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

3

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

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

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

156

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

3.5 - Collaboration	
3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year	
3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year	
0	
File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded
3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year	
3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year	
3	
File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File
INFRASTRUCTURE AND LEARNING RESOURCES	
4.1 - Physical Facilities	
4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	
The college campus housing with the Main Building, Anex Building, Rusa Building and old Library Building ensures adequate of classrooms and laboratories for smooth running of classes,	

examination and co-curricular activities. The gardens, open spaces and huge playground provide an eco-friendly environment.

- The College has 17 functional classrooms for the Arts and Commerce section.
- The college has 10 functional classrooms for science (Botany, Chemistry, Physics and Zoology with equipped laboratories.
- The college has set up a Computer centre with 11 computers working with the vision of providing training to the students. The centre also has internet connectivity
- The IQAC room has 8 terminals but 4 computers with internet connection for the use of faculty and students
- The College has one air-conditioned seminar hall equipped with projection facility and one science seminar room with a short-throw projector and sensor.
- Geography Department is well equipped with one projector.
- The College office has been modernized and is fully computerised.
- The old library has been shifted to the new RUSA building.
- The old library building now houses the Netaji Subhash Open University study centre
- The College is the beneficiary of the RUSA grant.

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

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

The college has adequate space and facilities for games and sports under the able leadership of Physical Education department of the college. It has the facilities for 8 outdoor games and 1 indoor games in its sprawling campus

- There are two playgrounds in the college. One measuring 110mts X 90 mts is used for Football, Cricket and Track events and the other field measuring 76mts X 35mts is used for Kho Kho, Kabaddi, Volley ball.

- Two gymnasiums (one for boys and one for girls) measuring 6.90mts X 5.30 mts for boys and 7mts X 6mts for girls, comprising of the following:
 - a) Jogging Machine (2 pc.)
 - b) Cycle Argo meter (2 pc.)
 - c) Rowing Machine (2 pc.)
 - d) Stepper (2 pc.)
 - e) Treadmill (2 pc.)
 - f) Multi Gym
- The college hosts NCC Camp and used the college infrastructure.
- The College Participated District Sports with all semester students at Mahestala and the event was Athletics, Khoko, Football.
- The college also participated Inter collegiate tournament at C.U Ground and the event participated by the students are: Khoko (men and woman), Volleyball(men), Athletics (men and woman), badminton (men and woman)
- The students represent the university level and participated in Khoko event of all India tournament at Tripura ,Agartala

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

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

8

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

363654.67

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

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The Central library has shifted from the old library building to New RUSA Building, ground floor (North Side) in the year of 2018 and again shifted the Central Library stack room from the North side to Southern side with an area of 2500 square ft and a spacious reading room of this building. The reading room has seating capacity for 48 undergraduate students and 18 teachers with a collection of 21434 text-books, reference books and 1870 journals. The reading room is well-furnished. Teachers have separate reading area and provides conducive environment for study. Attendance record register is maintained for all students and faculty members.

The vision of this reading room is therefore to encourage the students to read books -books of general interest, encyclopaedias, reference books and also other books.

Name of the ILMS software: KOHA(open Source library system)

Nature of Automation: Partially

Version: 3.22.10

Year of automation: 2018

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil
4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	E. None of the above
File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
66770	
File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
0	

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

4.3 - IT Infrastructure

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

The college updates its IT facilities including Wi-Fi as and when funds are made available from different funding agencies to meet the requirements of the students and faculty.

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

4.3.2 - Number of Computers

26

File Description	Documents
Upload any additional information	View File
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and

academic support facilities) excluding salary component during the year (INR in lakhs)**1495721.67**

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

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

The Institution used the funds to purchase computers and laboratory equipment. Because of the Covid Pandemic, the college focuses on the development and maintenance of the online admission, Teaching-learning, examination using latest technologies and applications. Computers were checked during lock down to keep them functional. The Institution was sanitised regularly by staff during the period. Hand Sanitizers was kept at different points in the campus.

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

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support****5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****167**

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

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

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

0

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

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

B. 3 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
1335	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
1335	
File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
5.2 - Student Progression	
5.2.1 - Number of placement of outgoing students during the year	
5.2.1.1 - Number of outgoing students placed during the year	

1

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

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education****50**

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year****01**

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

5.3 - Student Participation and Activities

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

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

0

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

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

All state-aided colleges in West Bengal are required to have a Students' Council comprising more than 50 class representatives across all classes and levels. During April 2017, the Govt of West Bengal has passed a new legislation which has clearly stated that the colleges will be having their own respective students' councils but has not issued any administrative instructions to any college of the state to form such council as of date. Hence the college is having no students' council. However, the college encourages the students participation in the organization of students' seminar, poster competition, mock parliament, cultural competition etc. student centric programmes to bring out their leadership roles.

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

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

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

1018

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

5.4 - Alumni Engagement

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

There is no registered Alumni Association in the college so far.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:

The outbreak of COVID pandemic during 2020-2021 posed challenges to continue the education retaining the curriculum delivery, teaching-learning evaluation and student support staying within the four walls.

The institution made collective efforts to achieve synergy between academic practices, social empathy, cultural proclivities and co-curricular responsibilities during the pandemic with proper safety measures.

Mission:

- To run the wheels of curriculum delivery, teaching-learning evaluation and students support from home itself.
- To adapt the teaching-learning in online platform.
- To remain connected 24x7 even confined within the home.
- To add value and sustain in the quality of academic, administration, cultural and social activities within the pandemic

Nature of Governance:

The institution follows a three level democratic and participatory mode of governance :

1. The Governing Body as the policy-making authority acts as an apex body of the institution, meets at regular intervals and resolves policies to run the institution.

2. The Principal as the Head of the Institution runs day to day administration executes the policies adopted by the Governing Body and other statutory bodies.

3. The committees and cells, the IQAC, the Head of the Departments play an important role and assist the Principal in implementing the institutional policies.

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

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

Due to COVID-19 pandemic all the academic, administrative and co-curricular activities continued through a technology enhanced platform.

1. Teachers started to empower themselves with ICT tools. Training to Teachers was provided by the Principal, Peers, and External Experts to continue the teaching-learning evaluation in online mode.

2. The Head of the Institution and teachers remain connected with the students 24x7 through various whatsapp groups.

3. The online classes were taken according to the routine prepared by the Routine Committee in consultation with the Principal. Teachers sent the online class links to the students one day prior to the actual class timing and shared the link to the college teachers' whatsapp group. These links were then uploaded in the college website along with the class taken report of teachers on a monthly basis.

4. The Teachers acted as Mentor to the students (the mentees) counselling them for their problems faced during the challenging pandemic period.

5. Teachers used Google Forms, Google Classroom and Google form for continuous internal examinations and feedback.

6. The non-teaching members of the institution also handled the routine office work in online mode, from salary payment, pay revision, fixation, recruitment, superannuation to PF disbursement and others.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Due to unprecedented outbreak of COVID 19 pandemic compelled to run the wheels of our life through successful implementation of strategies like

1. Online activities ranging from online, application for admission, online verification of admission documents, online admission through payment gateway, online university registration, online form fill up for university, online fresher's welcome etc.
2. 24x7 connectivity through whatsapp groups
3. Counselling the students to cope with the new technologies
4. Online exam system and its evaluation
5. Continuous health awareness through seminar and talks by eminent doctors
6. Vaccination camps and awareness camps
7. Amphan relief

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

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

The College is a small organization. The Governing Body as the apex body determines the policies. The Head of the institution executes the policies by keeping in touch with all the stakeholders at the personal level. However, to evolve a more democratic and participatory function the institution comes up with a given organisational setup as shown in the Organogram.

The functions of each of the statutory committees are generally in

conformity with the existing procedures and norms of the University and other colleges alike and they are subject to changes as stipulated and instructed by the Government and/or the University. Being a state aided institution the service rules of all employees are determined by the Government of West Bengal.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://www.bankimsardarcollege.org/page/organogram
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The College runs a Staff Cooperative Credit Society, registered under the Cooperative Society Act, to cater to the financial needs of the staff of the college by giving advance amounting to a maximum of Rs. 60000/- at a moderate rate of interest. The dividend is distributed annually based on their share and loan interest. Group Insurance Policy for substantive teaching & non-teaching staff of the college is a regular practice promoted by the college even though there is no stipulation for the same from any authoritative or regulatory body.

The college provides festival bonuses annually to the management appointee teaching & non-teaching staff. The college also provides the facility, to all non-teaching staff of the college, of drawing a 'Puja advance' from the college coffer every year. It is subsequently adjusted from their salary in 10 equal instalments.

The college also provides financial support to new faculty members from the college fund during the period they do not receive salary from the state government prior to their pay fixations which is subsequently adjusted from their arrear.

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

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

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

Nil

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

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

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

Nil

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

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

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

Number of Teachers attended FIP - 5, Number of Teachers attended RC - 4, Number of Teachers attended FDP - 9, Number of Teachers attended Workshop and other Professional Development Programme - 4

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

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

1. Performance appraisal of teachers

•The teachers are required to submit monthly course completion reports in terms of the modular curriculum plan designed before the commencement of the semesters.

•The principal makes one-to-one communication with the teachers about their performance every month.

•The Teacher's maintains a diary of classes taken in accordance to classes allotted, academic administrative work, administrative work, in terms of number of minutes spent in a day.

•The performance of each teacher is also evaluated in terms of their research work, publications, performances in seminars & conferences and extension activities which are maintained by the IQAC.

•Performances of teachers are also made by way of obtaining closed-door feedback of students about the teaching of teachers. The college conducts a 360-degree performance appraisal method for performance appraisal of teachers which is a documented integration of self-appraisal by teachers (1st quadrant)

2. Performance appraisal of staff

•The college prepares an administrative calendar wherein monthly works are allocated for each staff.

•The Head Clerk monitors the status of the work audit calendar, and reports the same to the Head of the Institution.

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

6.4 - Financial Management and Resource Mobilization

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

The mechanism for external audit is as follows

Objective - To provide an assessment of the accuracy and

reliability of the financial statements made by the college accountant and the steps followed are as follows

Step-1: The accountant-in-charge prepares books of accounts under the tutelage of the finance committee convener and the bursar

Step-2: The book of accounts so prepared are audited by statutory auditors (appointed by the state government)

Step-3: The statutory auditors thereafter prepare and submit an audit report with audit observations

Step-4: The Governing Body takes the said report into consideration and the same is then communicated to the Government of West Bengal

Step-5: The Governing Body also takes into consideration the Auditor's notes or objections (if any) and complies with the same.

The scope and mechanism for internal audit in the college is to design the internal control process to provide reasonable assurance regarding the achievement of

1. Effective and efficient operations
2. Reliability and integrity of financial and informational reporting
3. Compliance with applicable laws and regulations
4. Safeguarding of assets
5. Detection of fraud
6. To ensure efficient use of existing resources
7. Evaluation of risks

Note: The institution updated the internal audit in 2020-2021 and the external audit is due.

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

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

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

Nil

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

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

In order to maintain effective and efficient use of available resources of the college, the institutional mechanism runs as follows -

1. In every Governing Body meeting, the convener of the Finance Sub Committee submits a Finance Report .

2. The statutory audit process in the college is regularly done and the observations of the statutory auditors are complied with.

3. The college has an internal audit mechanism that monitors the financial transactions in the college.

4. The Bursar of the college adheres to strict expenditure discipline and conforms to the purchase procedures as set by the internal auditors.

5. The convener of the Finance Sub Committee makes efficient fixed deposit plans with an eye to strike balance between profitability

and liquidity and most payments are made through account payee cheques

6. Funds obtained from UGC and other funding agencies (for specific purposes) are maintained in separate bank accounts and utilized in accordance with central/state finance rules.

7. Wherever an expenditure of more than Rs 500000/- is made, the procedure is either done through Government agencies like South 24 Parganas Zilla Parishad, WBSIDC or through e-tendering.

8. Funds mobilized from students' fees is maintained in a separate bank account and is used for teaching-learning.

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

6.5 - Internal Quality Assurance System

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

In order to provide for an opportunity of holistic development of the students and to provide them with an ambience harmonious with our vision statements of Enlightenment, Empowerment and Enrichment IQAC has taken the following initiatives

1. By using ICT conducting regular online classes through various web application like Google Meet, Zoom etc.
2. Supporting teachers and students in learning new technology
3. Conducting COVID - 19 Vaccination Camps
4. Supporting Amphan relief work
5. Conducting round the Year Activities

Date

Activity

May 9 2020

Rabindra Jayanti Celebration

Aug 15 2020

Online Cultural Programme on Independence Day

Sep 5 2020

Online Cultural Programme on Teachers Day

Oct 10 2020

Agamoni - Online Cultural programme before Durga Puja

Oct/Nov 2020

Online Induction Meeting

Jan 23 2021

Observing birthday of Netaji Subhas Chandra Bose

Feb 5 2021

Observing Republic Day (Offline)

May 9 2021

Rabindra Jayanti and Awareness for COVID vaccination**6. Preparing NAAC SSR for 3rd cycle**

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

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

The IQAC met at regular intervals in online mode. The proceedings of the meetings remain minuted in the IQAC book, IQAC met to review the experience of teaching-learning during the previous year, considers changes in curriculum as suggested by the university and makes plans to enhance the efficacy of admission, enrolment, catering to diverse needs, changing methods of teaching, routine and continuous internal assessment.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	B. Any 3 of the above
---	------------------------------

File Description	Documents
Paste web link of Annual reports of Institution	https://www.bankimsardarcollege.org/uploads/60final-newsletter-2020-22.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college has been dedicatedly doing its best to empower, enlighten and enrich the people of Sundarbans. Being socially backward, the rural people of these areas generally prefer to have male child. People of these areas do not encourage the girl child to complete higher education, nor even enroll for it. As a core value of 'Vidya Vimuktaye', the college has been looking to bring out the people from the darkness of illiteracy by spreading the basic values of education. As a result of which, the female

enrollment in the college has noticeably gone up from around 34% in 2013-14 to almost 49% in 2020-21.

Despite that, the college organized Online "Avishek Dibas" for the first-year students, where female students were counselled about the importance of higher education. College also organized "Abhibhabak Dibas" or Parents' meeting for all the students where the parents were repeatedly explained about the importance of female education and necessary encouragement to be given to their girl child for regularly attending classes. By means of the mentor-mentee relationship, college encouraged them to prepare and distribute mask among the poor in the society, create awareness on wearing masks among the common people, etc.

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

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Being situated in an environment friendly, pollution free rural area covered with numerous plants and water bodies, the college enjoys a very 'clean and green' biodiversity within and around its surroundings. But in the era of utmost preference being given to

the environment, College accepts the needs of waste management and practices different forms of it within the best of its capacities, even if the problem of waste generation and the need for its management is not very dreadful. During the lockdown period of 2020-21, the campus remained closed for the whole academic year, and therefore, there was no direct need for waste management as the regular teaching-learning activities went on by online mode while staying at the home. However, College does practice the following forms of waste management.

1. Disaggregation of the solid waste into two forms - biodegradable and non - biodegradable.
2. Proper management of the very little e-wastes for selling in future.
3. Properly channelizing the waste water into the college ground
4. Demineralization of rain water for use by Chemistry labs.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above
--	-------------------------------------

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:	A. Any 4 or All of the above
<ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered 	

<p>vehicles</p> <p>3. Pedestrian-friendly pathways</p> <p>4. Ban on use of plastic</p> <p>5. Landscaping</p>	
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
<p>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</p>	E. None of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment</p> <p>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies</p>	B. Any 3 of the above

of reading material, screen	reading
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded
<p>7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).</p>	
<p>Locational disadvantage of the college is coupled with the socio-economic backwardness of the region, since most of the families belong to Scheduled Caste community. Hence, college understands that it has a role to play in ensuring inclusive development of the area as well as among its students.</p> <p>Despite the prolonged lockdown, College organized several online programmes in which the female students were encouraged and trained to take part and ultimately those programmes - "Abhishek Dibas", "Agomoni" or "Freshers' Welcome" took place with active involvement of the female students which itself signifies a form of inclusiveness.</p> <p>During the tough days of Covid - 19 lockdowns, college acknowledged its social responsibility and teachers encouraged the students to prepare masks at home and distribute those in the society along with generating awareness about uses of masks and sanitizers. This initiative of "mask-up" became a grand success.</p> <p>Following this success, teachers and staff came forward and contributed money for distribution of foods among the poor.</p> <p>Teachers and Students of Geography Department prepared awareness posters for the common people of the area which all the students, teachers and staff distributed over social media and other available forms.</p>	

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

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

Response: IQAC, NCC and NSS jointly observed Independence Day, Republic Day and Birth Anniversary of Netaji Subhas Chandra Bose. These occasions involve the presence of majority of the students, although this year the attendance was not that high because of covid. After the flag-hoisting, students, teachers and staff visited the nearby villages and schools for developing as well as strengthening relationship with the neighborhood communities. Through these programmes and employees were explained about their duties to the society and people.

Various departments organized webinars and chose several papers from curriculum that emphasized the necessity of values and duties of citizens. Over the year, several cultural programmes were organized through which the responsibilities of students as citizens, their duties were explained.

Although no separate or specific programme on constitutional obligations could be organized this year because of Covid, all our initiatives emphasized and expressed the need for this.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website

B. Any 3 of the above

There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

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

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

Response: Although every year college observes several commemorative days and festivals, this year these were not possible due to physical absence of students and teachers in the campus. Despite of this, college organized few online events such as Teachers' Day on September 5, Independence Day on August 15, Republic Day on January 26, Saraswati Puja.

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

7.2 - Best Practices

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

Best Practice 01

- Title of the Practice

Serving the Society

- Objective of the Practice

Create awareness among the local people during the tough times of Covid - 19.

- The Context

Covid 19 and Use of masks

- The Practice

Teachers and staff of the college encouraged the students to prepare masks at home with their household materials and distribute them among the poor.

- Evidence of Success

Over 370 students participated in this 'Mask-up" campaign and prepared above 1600 home-made face masks which they used in the family and distributed in their society.

Best Practice 02

- Title of the Practice

Reaching Beyond the College

- Objective of the Practice

To help the students of other colleges by means of providing free video lectures.

- The Context

Covid 19 witnessed sudden lockdown of educational institutions and complete prohibition on physical activities of teaching-learning within college campus.

The Practice

Teachers uploaded lecture videos on you tube channels and made it public so that students and teachers of other colleges can benefit from these as and when they want.

- Evidence of Success

Teachers of the college uploaded over 200 videos on different you tube channels which were viewed more than 3000 students across the state.

File Description	Documents
Best practices in the Institutional website	https://www.bankimsardarcollege.org/file/best-practices
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

College always wanted to enlighten, empower and enrich its students by means of education. During Covid era of 20-21, it became absolutely uncertain to continue teaching-learning activities not only because of mental and physical health issues but also because of financial backwardness of the students and their families. But all the teachers came forward and stayed connected with the students almost 24×7, encouraged them in every possible way to fight with this tough period. As a result of which, classes started immediately after the announcement of the lockdown, in the online mode, for which the teachers themselves learnt about the technological know-how and taught them to the students. Regular teaching- learning-examination activities by following proper centralized routine and arrangement of cultural activities, coupled with strong mentoring to combat with other difficulties, ensured zero dropout - which itself is a huge achievement during the covid period. It enabled the students to learn various aspects of use of technology in education. Our initiatives not only broke through the rural-urban digital divide but it ensured inclusiveness along with ensuring gender equality.

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

7.3.2 - Plan of action for the next academic year

Future plan of action will be the restoration of normalcy, first. It has been a full academic year of 2020-21 that has been completed by online mode of learning. It went well, everyone learned new things but along with gradual reopening of every sector, educational institutes will also open up and then it will be a tough ask to get back to the pre-covid era of fluent teaching-learning activities, especially following the covid guidelines. The college and its teachers are always ready to do the necessary hard work and motivate themselves and the students to cope-up with the new-normal and restore normalcy, once again. Secondly, we have explored various forms of Skill formation among the students by our unique programme "Sundarmon". These are okay for our students but we want to go a step further and we want to explore the next form skill formation which is collaboration with the industrial houses and look for direct industrial training which would increase the employability quotient in our students so that they can be directly recruited in industrial houses after completion of Graduation.