



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution		SONAMUKHI COLLEGE
Name of the head of the Institution		DR. BAPPADITYA MANDAL
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03244275251
Mobile no.		7076289635
Registered Email		sonamukhicol@gmail.com
Alternate Email		iqacsonamukhicollege@gmail.com
Address		Sonamukhi College Road
City/Town		Sonamukhi
State/UT		West Bengal
Pincode		722207
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Shuvra Kanti Sinha
Phone no/Alternate Phone no.	03244275251
Mobile no.	9123003425
Registered Email	sonamukhicol@gmail.com
Alternate Email	iqacsonamukhicollege@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.sonamukhicollegebankura.com/iqac_aqar.php
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.sonamukhicollegebankura.com/academic_calendar.php

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.37	2016	05-Nov-2016	04-Nov-2021

6. Date of Establishment of IQAC

10-May-2013

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
IQAC organized and sponsored Seminar on	31-Jul-2017 1	82

Block Level Awareness Campaign on Dengue at Municipality Auditorium, Sonamukhi. By The IQAC Co-ordinator Dr. S.K.Sinha	03-Nov-2017 1	257
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
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No Data Entered/Not Applicable!!!

[View File](#)

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

No

Upload latest notification of formation of IQAC

No Files Uploaded !!!

10. Number of IQAC meetings held during the year :

4

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

• Block Level Awareness Campaign on Dengue at Municipality Auditorium, Sonamukhi. By The IQAC Coordinator Dr. S.K.Sinha • New administrative building and classrooms becomes functional for smooth student service • Purchase of necessary books for the Central Library • Upgradation of Library Management Software in the Central Library • Participation of Dr. S. K. Sinha at NVNP Survey organized by Dept. of Forests, Govt.of West Bengal • Arrangement of IQAC organized and sponsored Seminar on Cancer and its causes: What to eat, or what not? • Stock verification for library books completed • Library orientation programme

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

Plan of Action	Achivements/Outcomes				
No Data Entered/Not Applicable!!!					
View File					
14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1"> <thead> <tr> <th>Name of Statutory Body</th> <th>Meeting Date</th> </tr> </thead> <tbody> <tr> <td>Governing Body of the college</td> <td>14-Sep-2020</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	Governing Body of the college	14-Sep-2020
Name of Statutory Body	Meeting Date				
Governing Body of the college	14-Sep-2020				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2018				
Date of Submission	23-Feb-2018				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	<p>A management information system (MIS) has been effectively designed in the college keeping in mind the necessity of the college administration where it can generate any report it requires to run the college. Various summarized information are available at fingertips to make fast decision and execution. Information such as: a. Students' merit list (several lists) at the time of admission of students, current admission status for all class, admission fee summary report etc. b. Categorization of students on the basis of gender, caste, differently abled students, General - Honours, students applying for Kanyashree benefits etc. c. Result of students / divisions obtained/ students availing institutional concessions obtained, stipend obtained from the state government and the central government, number of students asked for hostel facilities etc. d. Library books lent, reminder for last date of depositing the lent books, list of defaulters e. Office - up to date status of PF</p>				

including interest received /salary certificates/ fees book generation are readily available as and when asked by the apex body of the college. These Actionable data help the administration as well as any stakeholder - right from students to Govts. Authorities can form opinion and undertake any decision needed in this regard.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

From the academic session 2017-18 our Institution has come under the affiliation of Bankura University instead of The University of Burdwan. From this academic session Bankura University formulates a new course curriculum as per the latest UGC guidelines of Choice Based Credit System (CBCS). The syllabi for different Honours & Programme courses have following sections: 1) Core Course; 2) AECC-Ability Enhancement Compulsory Course; 3) SEC- Skill Enhancement Course; 4) GE- Generic Elective; 5) DSE- Discipline Specific Elective. A student has to study at least one Modern Indian Language course and Environmental studies for one semester. All students of Humanities and Social sciences need to study English language. Many teachers of our institution play important decisive roles in the formulation and implementation of the syllabi in their capacities as members of the undergraduate board of studies in different subjects of Humanities, Social Sciences and Sciences. Our College prepares a 'Master Routine' including all the possible combinations of subjects taught in any given semester. At the beginning of the session the whole course of a semester is subdivided among the teachers following the strength of teachers and their specializations. Numbers of classes required to complete the course, number of days the college will remain open are assessed beforehand in the departmental meeting at the beginning of the session, and loads are distributed keeping a balance between theory and practical classes. While distributing loads, College keeps a vigilant eye on the university recommended course schedule and the credits prescribed there in.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting	Programme Specialization	Date of implementation of
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CBCS		CBCS/Elective Course System
BSc	Physics, Chemistry, Mathematics, Botany, Zoology, Economics, Geography, Computer Science	01/07/2017
BA	Bengali, English, Sanskrit, Pol Science, Philosophy, Education, History, Physical Education	01/07/2017
BCom	Commerce	01/07/2017

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Socio Economic Survey (Geography)	18
BSc	Field Excursion (Zoology)	9
BSc	Field Excursion (Botany)	25
BSc	Field Excursion (Botany)	20
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
Feedbacks are obtained from the students through structured questionnaire and are statistically analyzed. Results are circulated among the teachers for course of action. The analyzed data of student satisfaction is uploaded in the college website under the menu bar student feedback.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Bengali(H) in UG	87	1158	82
BA	English(H) in UG	87	639	74
BA	Sanskrit(H) in UG	83	574	59
BA	History(H) in UG	83	231	73
BA	Pol. Sc. (H) in UG	67	40	11
BSc	Economics(H) in UG	27	6	0
BA	Philosophy(H) in UG	67	379	46
BSc	Geography(H) in UG	37	624	31
BA	Education(H) in UG	37	171	35
BSc	Physics(H) in UG	23	283	14

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	2484	0	28	0	28

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
28	10	21	11	0	2

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Orientation Program has been held at the starting of each academic session in which the teaching faculties help the newly-admitted students to be oriented with the different subjects and papers of syllabus of Bankura University. Since new CBCS system has been introduced in this academic session it was expected that there are some confusion and ambiguity among students and parents alike. So with this orientation program faculty members of each department, convince each student about the total syllabus in such a way that that they don't feel any hesitation to clear their confusion. They are also given pictorial explanation of their enquires. The faculties leave no stone unturned to make the students understood all those things. Students are much benefitted from this program.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2484	28	1:88

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
37	28	9	1	14

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college has very little scope to bring reforms in the CIE. But under the purview of new syllabus under CBCS system, college undertakes internal assessment of 10 marks for each paper in the course before end semester exam. This is arranged according to the time frame of evaluation procedure of the Bankura University. Besides this, teachers provide assignments for each chapter they are teaching in the class. Questions are set based on the syllabus of the University. Students are given an opportunity to interact with the teachers in their next class to understand/correct the weak points both in terms of data and style of writing of their answer scripts of the assignments. These tests benefit students to a great extends to appear in the final exam. A special attention is given to slow learners students through more interactions.

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

Academic calendar is prepared according to the guidelines provided by the

Bankura University time to time. Not only the End Sem Examination but Internal Assessment dates are also fixed by affiliating University. However the Internal Assessment exams are conducted keeping in mind the University syllabus.

2.6 – Student Performance and Learning Outcomes

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

http://www.sonamukhicollegebankura.com/academic_result.php

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
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2.7 – Student Satisfaction Survey

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

http://www.sonamukhicollegebankura.com/feedback_analysis.php

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

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

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

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

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

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

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

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
00	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Chemistry	2	4.17
International	Physics	1	2.01
International	Botany	1	0.97

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

Department	Number of Publication
Sanskrit	1
Geography	1
Economics	1
Botany	1
Chemistry	1

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

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

No file uploaded.

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

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

No file uploaded.

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

Number of Faculty	International	National	State	Local
Presented papers	1	4	1	0
Attended/Seminars/Workshops	0	1	1	0

[View File](#)

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
00	00	00	0
No file uploaded.			

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

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
00	00	00	0	0
No file uploaded.				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Collaborative Research Work	Dr. Shuvra Kanti Sinha	Self	970
Student Exchange	Dr. Shuvra Kanti Sinha	Bharti Vidyapeeth Deemed University	180
Biodiversity Assessment	Dr. Shuvra Kanti Sinha	Department of Forest	11
Awareness Lecture	Dr. Shuvra Kanti Sinha	B.M.O.H. Sonamukhi Rural Hospital	1
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

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

Total	34	0	12	0	0	10	24	30	0
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4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

30 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
2.37	3.25	2.12	19000

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

Laboratory: Laboratory Stock/Purchase Registers for instruments and chemicals are maintained on regular basis to keep a record of the number of instruments and to minimize the misuse or pilferage of chemicals. The companies who supplied the instruments are communicated whenever technical snags arise in the instruments. **Library:** The library books are kept in bookshelves in scientific manner. Whenever new books are purchased the subject teachers physically verify them before they are tagged and catalogued. The library is going through a modification process the authority has agreed to install library management software for smoothening off the operation of library. The library undergoes for pest control twice a year. Book binding is done as and when needed. The students are allowed to keep maximum of 2 books for a period of 15 days. Teachers can borrow and keep maximum 3 books for a period of thirty days. **Sports complex and Sports facilities:** Weeds of the football ground are slashed and burned on regular basis. Sports equipments are kept in stock room under the supervision of sports-in-charge/game teacher. Gymnasium of the college is maintained under the supervision of the game teacher. A stock register is maintained by the game teacher for the sports equipments and gym instruments. Both sports equipments and gym instruments are cleaned and greased yearly. Sports equipments and entry to the gym are made available to the students on the basis of their requisitions placed before the game's teacher. The bat and ball for cricket is maintained by the students' union of the college. **Computers:** A stock register for all the computers and computer accessories purchased, is maintained meticulously. The computers are repaired as and when required. New computers are purchased through proper tendering and analysing them in Finance Sub-committee meeting, if the finance of the college permits then tenders are asked through purchase subcommittee and required items are purchased by the supervision of the same committee. **Classrooms:** The college has a big campus with 31 class rooms and 8 laboratories. Two staffs are dedicated for cleaning and keeping the classrooms in order. A strict routine of "clean all the rooms twice a month" is maintained ritually and minutely. A standing electrician is there to look after the electrical disturbances as and when brought to the authority's notice by the departments. **Power Supply:** The college has the provision for uninterrupted power supply. There are two generators having 15 KVA AC power and 10 KVA AC power and they are used in case of loadshedding. As soon as there is load-shedding, the generator starts to work

for the smooth running of administrative works as well as academic one. Routine Surveillance: The college is under strong CCTV surveillance for 24x7hours. The CCTVs are installed at almost all the sensitive places to monitor the unsocial and anti-social activities in the college campus. As a consequence, the unwanted activities within the college campus have almost been curbed.

<http://www.sonamukhicollegebankura.com/index.php>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!			
View File			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

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

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
00	0	0	00	0	0
No file uploaded.					

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

Year	Number of students enrolling into	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
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	higher education				
2018	64	UG, Sonamukhi College	Bengali, English, Botany, Phys ics, Chemistr y, Geography, Philosophy, Z oology, Mathe matics, Histo ry, Sanskrit, Education,	Bankura University, Burdwan University, NSOU, Vidyasagar University (Regular Distance), Rabindra Bharati and other Universities in outside of West Bengal	PG Programmes/ B.Ed

[View File](#)

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Students' union of the college is actively engaged in different extracurricular activities that help in developing social, cultural, environmental, physical as well as political awareness amongst the youths. The activities of the students Union are enlisted below: • The Cultural competition of the college is organized by the Students Union every year. All the students are requested to take part in the competition. An automatic screening is done through this competition for the students who will represent the Institution in future inter college or other cultural competitions. • The union publishes their annual magazine every year. The student union collect the writings from the students and place them before the editors' board (comprising teachers) for final selection. The magazine offers an excellent opportunity to the students to ventilate their unexplored brilliance present in them. • The college has a

successful history of showing good performance in Youth Parliament competition.

It performed well in District level Competition as well as State Level Competition. Credit goes to the faculties along with the students' Union, right from developing the script to selection of students for the specific role, the arrangement of rehearsals, purchasing drama attires and logistical support all are done by the union. • The annual sports of the college as a gala event, where all the departments take active participation. A college football team is selected by the union with the help of the physical education teacher, just after the annual sports. This football team undertakes regular practice and perform praise worthy performance at the University level as well as at District level competition. • The union also take active participation in selecting NCC and NSS cadets. Regular activities of the NCC and NSS like establishment of practice camp, visiting to adopted villages, organizing seminars - campus cleaning - environmental awareness in villages for NSS volunteers etc. are carried out with the help of the union. • Amongst other works, the union also logistically help the institution organizing state/National/ International seminars, invited lectures, teachers' day celebration, Independence Day celebration etc. The birthdays of notable noble sons of mother India Is also celebrated in a befitting manner. Students on academic administrative bodies/committees of the institution: Students' Representatives ventilate their grievances and opine their perspectives in the meetings of the following academic administrative bodies/committees of the Institution. Their representations are valued highly as they are the elected representative/members of the students and their presence in the meetings is by virtue of their posts. 1. Governing Body of the Institution 2. Cultural - sub - Committee of the Institution 3. Games and Sports - sub - Committee of the Institution.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Interactive Staff meetings are held at regular interval. Teachers' Council, Academic Sub-Committee, Finance Sub-Committee etc. function independently in consultation with the apex body of the College. There is a very fine tuned balance between the authority and the various committees. They have enough responsibility distributed between different layers of management.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Admissions are purely on merit and there is no ambiguity in it. The students are to register themselves in the Online Portal of our college for admission in due time after the notification of new semester. Admission is purely governed by the guidelines issued by the Govt. of West Bengal and The Bankura University.
Industry Interaction / Collaboration	With respect to career counselling, exposure to Industry and placements the institution has interaction and collaboration with local corporate.
Human Resource Management	Despite the scarcity of teaching as well as non-teaching staff the institution is run in task oriented and time bound manner. The college has a culture of high motivational level. Every good performance is duly recognized by the authority.
Library, ICT and Physical Infrastructure / Instrumentation	Keeping in view the needs of the students and the course module the mentioned physical infrastructures are maintained and constantly upgraded.
Research and Development	Institution encourages research by allowing the teachers to conduct seminars on their pet subject. It also motivates the faculty members to take MRP and write papers for their interest in particular and for the greater interest of the institution in general. Moreover, the institution encourages teachers to go for other research projects, FDPs, Publications, Paper Presentations, attending seminars, conferences and workshops etc.
Examination and Evaluation	Examinations namely End SEM exam of Semester I and II are notified and conducted with the affiliated colleges like us. The university has the sole authority as far as evaluation procedures are concerned.
Teaching and Learning	New and modern methods of teaching and learning like field trips, films PPTs etc. are utilized and regular feedback from students is obtained
Curriculum Development	Curriculum is developed and framed by the University. The institution does not have any say in it. Some of teachers are representing in the UG

board of Studies of the Bankura University and they can convey their own as well as collective suggestions from the college to the proper authority.

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

E-governance area	Details
Planning and Development	Not Implemented
Administration	Not Implemented
Finance and Accounts	Implemented
Student Admission and Support	Implemented
Examination	Not Implemented

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	1	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Provident Fund, Festival Advance, Employees Credit Cooperative Society, Maternity leave, Child Care Leave, Teachers council fund, GSLI	Provident Fund, Festival Advance, Employees Credit Cooperative Society, Maternity leave, Child Care Leave, Teachers council fund, GSLI	Full-free/ Half-free Students scholarship, Different State Govt. Scholarships, Swami Vivekananda Scholarship, Sitaram Jindal Scholarship

6.4 – Financial Management and Resource Mobilization

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

Internal Audit is conducted by in-house staff and External Audit is conducted by independent External Auditor appointed by the Govt. Of West Bengal.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
00	0	00
No file uploaded.		

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		No	
Administrative	Yes	Appointed by DPI, Govt. of West Bengal	No	

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

Participation in Plantation Programme. Providing valuable suggestions for future course of action.

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

Nil

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

1. Upgradation of office 2. Special emphasis on the development of the students' health centre of the college. 3. Arrangement of safe drinking water for the students and staff.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

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

Percentage of power requirement of the University met by the renewable energy sources
<ol style="list-style-type: none"> 1. Plantation of saplings during Celebration of Āranya Saptah and Vanomohatsav. 2. Plantation of saplings on the eve of World Environment Day.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	4

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

<ol style="list-style-type: none"> 1.The Campus is maintained as No Smoking Zone, 2. Tree Plantation, 4. Installation of Solar Panel 5.Harvesting of rain water, 6. Campus cleaning
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7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Our college is located in the midst of rural blocks of Bankura district. To make the students who generally come from the socially down-trodden family, aware about the immense value of blood, our college in collaboration with the NSS unit of our college, organized a blood donation camp in this session. The enthusiasm on the part of the students was more than expectation. As the capacity of the medical team turned up for procuring blood, was limited, we, despite our strong reluctance, had to refuse some volunteers who thronged to donate blood. Such spontaneity from the part of our beloved students encourages us to recur the same event yearly. What is more, the recreational value of such an event is not less pleasing. Though the students donated blood and it caused a little temporary weakness in them, they returned home, wallowing in pleasure.

2. Our college encourage students to celebrate teachers' day both centrally as well as departmentally to create more friendly environment and enhance great bonds among them. 3. After upgradations of office software our institution can send and communicate with each students via SMS using CAMS 3.0 software.

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

<http://www.sonamukhicollegebankura.com/innovation.php>

7.3 – Institutional Distinctiveness

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

The institution has a singular vision of imparting higher education to the rural folks of the area. In this endeavor the college introduced different honours courses in undergraduate level. The college runs these courses with the priority of educating the rural poor people. The institution has its future plan to introduce technical education as well as subjects on cross cutting issues as a future thrust area.

Provide the weblink of the institution

<http://www.sonamukhicollegebankura.com>

8.Future Plans of Actions for Next Academic Year

1. Increase the number of available classrooms for the introduction of new CBCS syllabus 2 .Green audit of the campus,3.Purchase of new books according to newly introduced CBCS Curriculum ,4.Online based feedback system and its analysis and its re-reporting,5.Illumination of college campus with LED floodlights,6.Availability of e-resources through the STUDY-MATERIALS tab of college website.7. Introduction of InflibNet among teachers and interested students.