YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	Ananda Chandra College
• Name of the Head of the institution	Dr Debashis Das
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03561255554
• Mobile No:	8116244253
• Registered e-mail	accjal@gmail.com
• Alternate e-mail	
• Address	Collegepara, P.O. & Dist - Jalpaiguri, PIN 735101, W.B., India
• City/Town	Jalpaiguri
• State/UT	West Bengal
• Pin Code	735101
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated Colleges
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**University of North Bengal**
• Name of the IQAC Coordinator	**Dr. Sangita Das**
• Phone No.	**03561255554**
• Alternate phone No.	**03561255554**
• Mobile	**9641532276**
• IQAC e-mail address	**accjaliqac@gmail.com**
• Alternate e-mail address	

3.Website address (Web link of the AQAR (Previous Academic Year)	https://accollege.in/new/download/aqar-2020-21/?wpdmdl=3919&refresh=65f0f8ac2dce61710291116
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://accollege.in/new/download/2021-2022/?wpdmdl=3625&refresh=65f0f8ac3ef341710291116

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**81.55**	**2004**	**16/09/2004**	**15/09/2009**
Cycle 2	**B++**	**2.88**	**2016**	**05/11/2016**	**04/11/2021**

6.Date of Establishment of IQAC	**01/01/2014**

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**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of	View File

IQAC		
9.No. of IQAC meetings held during the year	5	
• 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)

IQAC has been instrumental in encouraging different departments to hold skill development programmes, webinars, workshops, online lectures by eminent academicians.

The college has with the active support of IQAC, observed and celebrated all days of national and international significance with the active involvement of students and teachers.

Initiatives have been taken to conduct Green Audit, Energy Audit. Internal AAA has been done for the academic years 2020-21 whereas for 2021-22, external AAA has been done.

Initiatives have been taken for signing MoUs with different colleges for student and faculty exchange.

Initiatives have been taken to organise gender sensitization programme.

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
Organising skill development programme, seminars, workshops, online lectures	A Hands-on Training workshop on Spark AR was organised in collaboration with Jalpaiguri Engineering College on 18.12.2021. An online lecture series by eminent scholars were organised by Department of Bengali.
Celebrating days of International and National importance	Apart from celebrating Republic Day and Independence Day, the college observed World Environment Day, National Science Day, International Mother Language Day, National Youth Day, International Women's Day
Conducting AAA	AAA has been done for the academic years 2020-21 and 2021-22.
Conducting Green Audit and Energy Audit	The committees are formed and approved by the statutory body. Initiatives have been taken to prepare internal reports for these audits.
Organising gender sensitization programme	A debate by the students was held on the motion- "Society can ensure safety of Women". The best female and male speakers were awarded prizes
Submission of pending AQARs	work in progress

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body, Ananda Chandra College	29/09/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	19/01/2023

15.Multidisciplinary / interdisciplinary

Multidisciplinary education, a cornerstone of the National Education Policy (NEP) 2020, aims to break traditional academic stagnancy by integrating diverse subjects and fostering holistic learning experiences. This innovative approach recognizes the interconnectedness of knowledge domains, encouraging students to develop a comprehensive understanding of various disciplines. This concept is well recognized and executed by the institution wherever applicable and possible. In this context the faculties have been engaged in brainstorming sessions to chalk out plans of better implementation of the idea with the available institutional resources. It was deduced that for the integration of humanities and science with STEM, the institution needs to depend on the affiliating university, but multidisciplinary and interdisciplinary approaches can be adopted. The institution hence formed some edutainment clubs for the mentioned purpose. Bibliophile, the reading club, was formed on 17th May, 2022 by the Department of English under the supervision of Prof. Asima Sarker for the students of the institution irrespective of their Departments, where the students were motivated towards developing reading habit and the reading of literature from multidisciplinary perspectives. A sister branch of the club Pen Poems had been instrumental in promoting creative writing amongst students. Students from Science, Social Sciences and Humanities are members of both these clubs. A Film club was formed on 4th April,2022 respectively for all the students of the institution to enable multidisciplinary exchanges between students. The institution further is committed in transforming itself into a multidisciplinary institution in line with the NEP 2020 as and when the affiliated university officially decides on its implementation.

Though the course structure and the content is designed by the affiliating university as per the UGC guidelines since our institution is an affiliated college, yet the institution allows the faculties to design their own, independent teaching-learning modules

related to the university curriculum. Our parent university is also working on the successfulimplementation of vocational, interdisciplinary andmultidisciplinary education which will certainly facilitate ourstudents to be more competent and employable.

16.Academic bank of credits (ABC):

The affiliating university of the college is yet to adopt the Academic Bank of Credits and so the college is yet to register under Academic Bank of Credits; but there are transfer cases leading to students from other colleges joining the institution. Students also have provision to continue studies and carry on to next semester in spite of a backlog.

17.Skill development:

Skill development is an important aspect of NEP and the institution recognizes the necessity of the same. The presently adopted CBCS curriculum through the SEC (Skill Enhancement Course) paper has made provisions for skill development. Through these papers the students are trained in soft and technical skills like academic writing, proof reading, apiculture, sericulture, preparation of pharmaceutical drugs (Aspirin, Antacid) etc. which are necessary for various professions. Other than this, the institution has also organized a Skill Development Programme on 7th December, 2021 for pass out students. The event was co-ordinated by Prof. Bhajan Basak and was conducted by Sub Divisional Project Manager, Utkarsh Bangla, Jalpaiguri. As an initiative towards creative skill development, the Drama Club has been formed on 3rd March, 2022, by the Department of English. The Club under the convenorship of Prof. Samik Dasgupta trains students in the skills of acting, stage designing, script writing.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The institution is located in Jalpaiguri. Majority of the students who take admission in the institute have Bengali as mother tongue. So the teaching-learning in the Departments other than English, happens in bilingual mode. The institution also has a Bengali and a Sanskrit department where the faculties not only impart curriculum based education but also dedicate themselves in the developing of linguistic consciousness as a necessary element of cultural consciousness. The Bengali Department observes 21st February as "Bhasha Dibas' as a part of the mentioned practice.

Cultural and traditional festivals, like Saraswati Puja, Basanta

Utsab, Rabindra Jayanti and days of National significance like Independence Day, Netaji's Birthday, Republic Day, are celebrated. Banmahotsav was also observed on 19th July, 2021.

As an initiative towards preservation of our culture and heritage, Yoga day was observed on 21st June, 2022.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The provision/instruction of NEP 2020 regarding Outcome based education (OBE) is an initiative that emphasizes on a clear expectation of teaching-learning goals. In line with the initiative the institution also believes in Outcome Based Education. In the imparting of education following the syllabus set by the University of North Bengal, the faculties construct their teaching module based on the objective of the concerned paper. Moreover innovative teaching-learning or evaluation methods are adopted to ensure the same. As for instance, as a part of evaluation of the CC 10 paper of English Major, the students were made to write a project on character casting. They were instructed to choose ten characters from the text *Pride and Prejudice*and choose people from reel and real life who the student thinks would match the role properly. The objective of this method was to ensure that the students develop critical thinking and have an in-depth understanding of the text and its characters. The Department of English also teaches plays that are there in the syllabus through performances to enable students to understand the technicalities of theatre or drama as a genre.

20.Distance education/online education:

The college is a Study Centre of the N.S.O.U. and Burdwan University and the faculties regularly teach in these two study centres.So it can be said that the faculties are already exposed to the distance education methodologies. Moreover blended learning methods are used as and when necessary by the faculties. The faculties of the institution are also encouraged to upskill themselves in this regard. In April, 2022, some of the faculties participated in a three day workshop on Face-to-Face, Online and Blended Learning for Higher Education Teachers in West Bengal organized by N.S.O.U. so as to upgrade themselves with the transitions.

Extended Profile

1.Programme

1.1   **645**

Number of courses offered by the institution across all programs

during the year

File Description	Documents
Data Template	View File

2.Student

2.1 **5423**

Number of students during the year

File Description	Documents
Data Template	View File

2.2 **1333**

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 **1275**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **125**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **131**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**645**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**5423**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1333**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**1275**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**125**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**131**

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1 Total number of Classrooms and Seminar halls	**31**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**44.07**
4.3 Total number of computers on campus for academic purposes	**76**

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 college strictly adheres to the curriculum established by its parent institution, the University of North Bengal. Many faculty members actively participate in the development of this curriculum as members of the Board of Studies.

Because of the extended lockdown caused by the COVID-19 pandemic, operations transitioned mostly to internet platforms. Classes were delivered without difficulty via a variety of digital platforms, including Zoom, Google Meet, and Google Classroom.

Considering the exceptional challenges created by the epidemic, the University offered a simplified curriculum. The college swiftly established procedures to ensure that the curriculum was completed efficiently and within the timeframe specified in the academic calendar.

Continuous assessment methodologies, including assignments, open-

book assessments, and other applicable methods, were utilised to efficiently monitor student progress and determine learning consequences. These efforts guaranteed that academic standards were preserved despite the unusual circumstances created by the worldwide health crisis.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	Nil

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

The Institutional Quality Assurance Cell (IQAC) meticulously designs the academic calendar in strict accordance with the directives outlined by the affiliating University. Through structured meetings, the IQAC collaborates closely with departments and functional administrative entities to finalize the academic schedule, which is subsequently disseminated to students via the official college website. Adherence to this schedule is mandatory for departments, ensuring meticulous planning of the curriculum. Under the purview of this framework, individual teachers meticulously schedule and execute internal evaluations in alignment with pre- approved lesson plans, sanctioned during departmental meetings. In response to the extended lockdown measures, the evaluation process for the session seamlessly transitioned to an online standard operating procedure. Students were furnished with evaluation materials via the college website or through official communication channels such as WhatsApp. Furthermore, the gathering of assignments and internal assessment answer sheets was meticulously managed through established digital platforms such as Google Classroom and Google Forms, maintaining the integrity and efficiency of the evaluation process.

File Description	Documents
Upload relevant supporting documents	[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

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

20

File Description	Documents
Any additional information	View File
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

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

The university's curriculum is designed to provide students with a comprehensive and enriching educational experience, addressing a diverse array of critical topics essential for holistic development. Emphasizing interdisciplinary learning, the curriculum encompasses pivotal themes such as Gender Studies, Humanity, Professional Ethics, Environmental Science, and Sustainability. Through a strategic integration of courses from various departments including Sociology, Bengali, English, Geography, Chemistry, and Zoology, students are exposed to multifaceted perspectives on these themes across different semesters. Additionally, the inclusion of compulsory papers like Environmental Science (AECC-1) ensures that students gain a profound understanding of environmental issues and sustainable practices, fostering a sense of responsibility towards the planet. Furthermore, the university actively promotes practical engagement with environmental conservation efforts through initiatives like

the National Service Scheme (NSS) and National Cadet Corps (NCC), which regularly organize tree plantation programs and other sustainability-focused activities. This holistic approach to education not only equips students with academic knowledge but also instills values of social responsibility and ethical consciousness, preparing them to be conscientious global citizens capable of addressing the multifaceted challenges of the modern world.

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

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

7

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
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

1504

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	[View File](#)
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	**No File Uploaded**

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

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

File Description	Documents
Upload any additional information	[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 sanctioned seats during the year

2954

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

1141

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

In Ananda Chandra College, the students are actively evaluated and categorized as slow-learners and advanced learners based primarily on their marks and percentage. The slow-learners of the college in the academic session 2021-2022 (even & odd semester) were identified on the basis of internal marks and attendance. Those students were further treated as follows:

1. Doubt-clearing classes were arranged for each topic of the subject according to the need of the students.
2. Interactive sessions (such as quiz, teaching-learning by role-play) were arranged involving the students regularly.
3. Mentors regularly kept eye on the attendance of slow-learners. If the student has been absent for 3 consecutive days, he/she was personally contacted over the phone. In some instances, parents were also intimated to increase the attendance of the students.

The students had exceptional ability to learn beyond their same-age peers, were identified as the advanced learners on the basis of marks and attendance. They were regularly encouraged to do the followings:

1. To attend the advanced classes in a particular topic.
2. To learn other advanced courses.
3. To take flip-classes in front of other classmates.

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

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

Number of Students	Number of Teachers
5423	125

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

This academic session saw the return of offline classes after the end of the Covid. During the phase of the online classes, for experiential learning

1. Online assignments and projects were given to the students as part of their CE and internal assessment.

2. Students made power point presentations on topics of their syllabus as part of their internal assessment.

In offline classes, every department encouraged development and skill formation through participatory learning. It includes

1. Various interactive methods, such as, group discussion, subject quiz, discussion, mini project preparations, seminar presentations, etc.

2. For Experiential Learning, the students were given hands on training on laboratory experiments. It also includes showing videos, online lectures, screening of films, field visits, visit to the Medicinal plant Garden and rainwater harvesting plant of

the college, exhibitions and quiz on theory topics etc.. Many departments like Botany, Bengali, Economics etc. published wall magazines to enhance the participatory learning skills of the students.

3. Students have access to computer labs for getting accustomed with modern ICT techniques.

4. Problem Solving Methods include problems given to the students, from the area of their study and are asked to solve them in groups, using college resources.

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 ICT enabled mechanisms got substantially streamlined during the COVID-19 pandemic and the consequential lockdown period. Each and every Department of the College beneficially utilized ICT enabled tools for conducting their online classes. Platforms like Google Meet, Google Classroom, Zoom, etc. were used potentially to organize and conduct online classes. Besides, continuing assessments, examinations and evaluations were done online. These helped the College in maintaining continuity of the academic session.

With the commencement of offline classes during this academic session, Computer based laboratory departments like Computer Science, Economics, Geography, Mathematics, Physics and Zoology have been at the forefront in utilizing ICT enabled tools in the College. Besides, the College has a Computer Centre as well as a 'Browsing Centre' in the Central Library. These immensely facilitate the students in their pursuit of higher studies. Every Department has been provided with a LCD Projector and Laptop/Desktop for their use during class lectures. Teachers combine use of ICT enabled tools along with conventional method of 'chalk and talk' as part of teaching-learning processes. The ICT enabled learning included PowerPoint presentations, showing videos, online lectures and screening of films etc.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://accollege.in/new/iqac-doc-ict/

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

125

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

2.4 - Teacher Profile and Quality

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

125

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	View File

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

34

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

759

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.

As per university guidelines, the college has carefully devised a continuous assessment programme

1 The students are given proper awareness regarding internal assessment in classes.

2. The assessment of a student is the gross performance based on attendance, assignment, seminar, and test papers.

3. The college has an internal examination committee comprising a coordinator and multiple numbers of members who work to ensure transparency and robustness.

4. Feedback is given to each student after identifying their drawbacks and strong points. The students who require remedial teaching are identified based on their scores.

5. The college prospectus and the website provide them with an elaborate description about the evaluation process. The dates of the internal examination are published in the college website, college notice boards as well as notified in departmental notice boards.

6. The departments are assigned the responsibility for the evaluation of various components of the assessment process. The syllabus of the examination is published well in advance. Teachers evaluate answer scripts within stipulated time.

The college makes sure that the entire process is done in a transparent manner so that all students get an equal and fair chance of performance.

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

Grievances related to the internal examination are addressed by the Grievance Cell formed for this purpose. Students can report their concerns regarding the transparency of the marking system if any and the members of the cell communicate the problems to the department concerned. A rectification is made after receiving the complaints. In those rare cases wherein, a common ground cannot be reached, retests are conducted to give the students an opportunity to improve their score and the evaluation of the same is done by the Head of the Department. In the case of absentees or those with low marks, an opportunity is provided to appear for a re-test. The answer scripts are retained in the departments safely for at least a year in anticipation of the issues that may arise in the future. The application for retest should be submitted by the students stating the reason for being absent. The application should be signed by the parent/ guardian and countersigned by class teacher / Head of the department. Thus, with systematic planning and feedback system, the institution ensures transparent, time bound and efficient mechanism to solve the grievances related to internal examination.

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

2.6 - Student Performance and Learning Outcomes

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

Focused on outcome-based education, the institution is specific in the preparation and timely amendment of Programme and Course Outcomes for all Programmes offered by the institution. As an impeccable teaching and learning process is reliant on the comprehension, application and analysis of programme and course outcomes, the teachers and students are made aware of the same through a well-knit mechanism. The Programme and Course Outcomes are stated and displayed on website and communicated to teachers and students department wise. The display of outcomes helps teachers and students internalize the purpose and process of teaching-learning. The Course outcomes are disseminated to students through faculty announcements during the beginning of each semester and from time to time during the entire semester. The teachers adopt teaching methods so as to enable the course outcome envisaged by the affiliating University.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://accollege.in/new/iqac/#progOut
Upload COs for all courses (exemplars from Glossary)	View File

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

Programme and Programme Specific Outcome attainment evaluation was done based on the attainment of cognitive levels of course outcomes with POs and PSOs. Through different methods like internal examinations, assignments, competitions and other activities at college and department level, the achievement of Programme outcome and course outcome is ensured and assessed with defined benchmarks.

The College took care of the attainment to measure the POs, PSOs and COs and implemented the mechanism as follows: -

1. **The institution prepares an Academic Calendar in accordance with the academic calendar of affiliated university.**
2. **All the subject teachers maintained an Academic Diary every academic year.**
3. **All the subject teachers prepared evaluation Reports.**
4. **Internal examination committee analyzed the evaluation reports of results.**
5. **Institution considered Feedback from the Stakeholders for the attainment of PO, PSO and CO.**
6. **Academic committee reviewed the Students' Progression to Higher Studies and their Placement.**

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

1241

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
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://accollege.in/new/download/sss-2021-2022/?wpdmdl=3964&refresh=65f82fc1b196c1710763969

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 departments having Research projects funded by government and non government agencies during the year

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

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

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

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

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**

3.2 - Research Publications and Awards

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

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

14

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

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

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

16

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

3.3 - Extension Activities

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

Extension and out rich programme was organised by the Department of Education, Ananda Chandra College, Jalpaiguri from 7th May to 3rd June, 2022. In this, the students of 4th Semester, Honours in

Education have conducted classes with the children living in below poverty level of the town. Tista Parer Vidyamandir has given the opportunity to the children of poor family/ slam area to get access to education.

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

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

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

2

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

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

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

9

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

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

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

288

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

3.4 - Collaboration

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

0

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

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

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

0

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

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 policy of the institution for creation and enhancement of infrastructure to facilitate effective teaching and learning process.

Classrooms: There are around 49 class rooms apart from the departmental rooms, seminar rooms, libraries and Science laboratories and computer laboratories for practical classes. Each classroom can accommodate approximately about 40-90 students. The big classrooms are well ventilated, with lots of sunlight, ideal for a crowded classroom. Few classrooms has audio facilities.

Central Computer Laboratory: There is a well-designed modern central computer laboratory with advanced audio-visual & multi-media facilities like LCD projector, overhead projector etc.

Central Library: The college library utilizes a space of 6948 sq. ft. with a reading room for free access of students and teachers

All the Departments have been provided with computers & internet connections.

Laboratories: There are nine laboratories for subjects - Physics, Chemistry, Mathematics, Computer Science, Botany, Zoology, Physiology, Microbiology and Geography. The laboratories and upgraded with advanced laboratory equipments and have given enough space to carry out practical classes effectively.

Animal House: There is no animal house in the college.

Auditorium: The Seminar Hall is used as an auditorium at present.

Open Theatre : The college has a Open theatre in its campus named as Mukta Mancha.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://accollege.in/new/download/infrastructure-and-physical-facilities-for-teaching-and-learning/?wpdmdl=3462&refresh=65d31551c71e51708332369

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

• The college is committed to offering resourceful infrastructure for holistic growth of students. It provides adequate facilities for cultural activities, indoor and outdoor sports as well as other student and faculty support amenities.

• Ananda Chandra College is well known for its sports activities. Students take part in Inter-college, District, State and National Level competitions for different events. The College has a big playground of its own where our students can practice football and cricket.

• The Boys' Common Room equipped for Indoor Games like Table Tennis and Carom.

• Girls' Common Room equipped for Indoor Games like Carom

• There is a well equipped Gymnasium in the college which the students use regularly.

• The Seminar Hall: The accommodation which is unique of its kind with a stage for cultural activities and an accommodation for 320 people.

• Yoga and fitness workshops are organized by the NSS Unit of the college in the Common Rooms, Gymnasium and in the playground.

The length of the Gymnasium is 40 meter and the width is 20 meter. The total space of the Gymnasium is 800 square meters.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://accollege.in/new/download/facility-for-cultural-activities-sports-and-games/?wpdmdl=3471&refresh=65d3195a571c21708333402

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

9

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

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)

0.35

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

4.2 - Library as a Learning Resource

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

The ILMS used in the library is SOUL, version 2.0 which is a partial automation implemented from 2016.

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 D. Any 1 of the above following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

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)

0.059

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

100

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

4.3 - IT Infrastructure

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

The Institution has IT facilities including Wi-Fi and sufficient number of computers with required peripherals. The facility available facilitates ICT enabled teaching-learning process and evaluation, research activities, and administration.

The Computer Science department has system software and application software's, both licensed and open source software's. The teachers used ICT tools including computers, projectors, white boards and other ICT tools.

Google classroom and Zoom were used to conduct online lectures, share resources and conduct internal exams and assignments. Teachers also used Power-point presentations, lecture recordings and Audio/video aids. Google Forms were used for taking feedback, research-based activities, maintaining attendance etc. All webinars have been conducted through ICT.

The Wi-Fi facility is available in all academic and administration corners like classrooms, staffrooms, library, office and also with computers that are being used for other facilities.

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

4.3.2 - Number of Computers

76

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	<u>View File</u>

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	**No File Uploaded**

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)

1.80

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)	<u>View File</u>

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.

All laboratory purchases are done through tender system as per standard norm. Practicals are done in batch-wise manner for proper utilization of the resources under continuous monitoring of supporting faculty members. Record of accounts is maintained by laboratory staff, teachers and supervised by the senior-most faculty of the concerned department. Repairing, calibration and maintenance of sophisticated lab instruments are regularly done by

technicians.Computers and other instruments undergo annual maintenance by service providers. The library committeemembers meet regularly to take stock of the condition of the library, rare and valuable books. Regarding classroom and infrastructural facilities, the senior-most teachers of each department submit their requirement to the principal. In addition, non-teaching staff of each and every department maintain the stock register by physically verifying the equipment round the year.The College has installed water purifiers to provide clean drinking water to the students. Boys' and Girls's hostels are maintained by respective hostel superintendents in consultation with hostel committee members. Regular cleaning of water tanks, garbage disposal, and maintenance of garden is done by the concerned employees.Sports/ tournaments are held in a sprawling field/playground adjacent to the college gymnasium which is maintained on a regular basis.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://accollege.in/new/about-college/principals-desk-copy/

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

1391

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
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

130

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

E. none of the above

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

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

80

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

80

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited 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	[View File](#)
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

0

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

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

86

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

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

19

File Description	Documents
Upload supporting data for the same	<u>View File</u>
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

4

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

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

The students of the college participated in many co-curricular and extracurricular activities during the year like observance of college foundation day, observance of students' week, observance of Swami Vivekananda's birthday, observance of Netaji's birthday, observance of republic day, Saraswati puja, National Science day, International Women's day, etc.

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

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

3

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 a registered Alumni Association in the college.

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

The governance of the institution never loses sight of the fact that acquisition of knowledge bears sanctity only when it transcends into creating favourable conditions for the growth of a democratic space, opportunities, and equity. In this institution, the teachers, students and administrative staff alike engage their knowledge with issues like deprivation, poverty, inequality,

displacement, oppression, empowerment and most importantly, sustainable development. The students from economically weaker sections of society are given waviers on their college fees, either half of it is waived off or the full amount. This system is popularly known as Half Fee and Full Fee. In addition, a considerable number of students get financial assistance from the Student Aid Fund of the college.

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.

The college administration was decentralized through the active participation of the Teachers' Council and non-teaching staff. The Teachers' Council for the year 2021-2022 was headed by Principal Dr. Debashis Das and had as its secretary, Dr. Supriyo Paul. All the teachers were actively involved in several sub-committees of the college like the Academic, Examination Centre, Admission, Cultural, Magazine, Tabulation, Routine and Research Sub-committees. The Examination Centre Sub-Committee, convened by Dr. Bipul Chandra Sarkar, conducted the CBCS semester examinations smoothly, through planned allocation of work amongst teachers and non-teaching staff.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

There is a famous saying that, a good leader leads by example, not by force. In this very spirit, the leader of Ananda Chandra College, the Principal, methodically distributes the administration of the institution amongst important stakeholders like the teaching and non-staff. These are in the form of various subcommittees as mentioned in Criterion 6.1.2. One such sub-

committee which was very active in the year 2021-22, was the
Cultural Sub-Committee, convened by Diganta Chakraborty. It
successfully organised events to commemorate the birthdays of
eminent personalities like Swami Vivekananda, Netaji Subhas
Chandra Bose, Rabindranath Tagore, etc. Through these events, the
Sub-committee ensured that the various stake-holders of the
institution were able to overcome the covid inertia and bring back
the dynamic cultural milieu in the college. As this was the
academic year when the lockdown was finally lifted, the strategic
plan of the institution included curriculum based planning for the
blended mode of learning.

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

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 institutional bodies that implement the vision underlying
education policies, appointment and service rules is described as
the organogram of the institution. The organogram of the
institution comprises of the Governing Body at the top and then a
set of institutional bodies- Finance Committee, Teachers' Council,
Purchase Committee, Building Sub-committee, Hostel Committee, Anti-
ragging Committee Library Committee and the Minsterial Staff. The
Governing Body comprises of a President (Government Appointment),
the Principal who serves as the Secretary of the GB, 2 Government
nominees, 2 North Bengal university Nominees, 1 Higher Education
Council Nominee, 3 Teachers' Representatives and 1 member of the
Non-teaching Staff. The Teachers' Council is the only statutory
body of teachers in this institution. It's work is further
distributed amongst the following: Academic, Admission,
Examination Centre, Cultural, Magazine, Routine, Games & Sports,
and Tabulation Sub-committees. The Finance Committee is the
advisory body on all financial decisions of the college and is
headed by the Bursar, a Teachers' representative. The Purchase
Committee comprises of the Principal, the Bursar, The Secretary of
the Teachers' Council and the Governing Body representatives of

the Teaching and Non-teaching staff. It conducts all purchase according to the Government Purchase Policy. The Building Committee has the Governing Body Representatives of the Teaching and Non-teaching staff and an Engineer The Anti-ragging Committee comprises of 5 members of the Teaching staff and 2 members of the Non-teaching staff. All the committees are headed by the honourable Principal, excluding the Governing Body.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://accollege.in/new/about-college/organogram/
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Any educational institution functions even better when it promotes the welfare of its people, over and above the visions of an education policy. To achieve the goal of a healthy mind in a healthy body, the National Social Service unit of the College organised Dental and Ophthalmological Testing Camps for the Teaching and Non-teaching Staff. It also planted trees all over the campus, to improve the environment of the campus. The college

also has a medical officer, who is consulted from time to time, regarding the well-being of the institution.Puja Advance given ex-gratia to the casual staff of the College. Along with this, the Ananda Chandra College Cooperative Credit Society provides financial help to all staff members, in substantive posts.

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

0

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

0

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

10

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

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

Academic reports were submitted for the odd semester of 2021-2022 to the Principal, in the proforma prescribed according to Career Advancement Scheme guidelines. A self-appraisal report from the Non-Teaching staff is yet to be introduced.

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 financial audit is conducted according to the following steps-

1. Gather Financial Documents. Review the systems put in place to transmit financial information to the accounting department.
2. Look at Record-Keeping.
3. Review the Accounting System.
4. Review the Internal Control Policies.
5. Compare Internal and External Records.
6. Look at Tax Records, GPF submission.

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)

0

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

No funds given to the college directly for construction of new buildings. The North Bengal Development Department is building the upcoming Science Block for the College. The Governing Body decides upon allocation of annual laboratory development and field survey grants, (including contingency grants) to different departments of the college-

1. **Five Thousand Rupees, apart from Book Grants, to each arts department**
2. **Journal Grant of 1000-1500 Rupees to each department, as decided by the Library Committee meeting. Each department gets to choose the UGC-CARE enlisted journal which it chooses to subscribe.**

These amounts are revised each year, depending on the utilization of allocated funds.

GPF was provided to all teaching and non-teaching employees of the college.

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

Many departmental webinars have been successfully conducted, under

the aegis of the IQAC, on a monthly basis. These include-

Special Lectures organised by the Department of Bengali-

1. Lectures by Dr. Anindya Shekhar Purakaystha (Department of English, Kazi Nazrul University), Dr. Arnab Kumar Sinha (Department of English, University of Burdwan), Dr. Sanjuckta Chatterjee (Raiganj University)on Post/-colonial Literatures – 27/6/2021
2. Lecture delivered by Dr. Nirmalya Kumar Ghosh (Assistant Professor, Department of Bengali, Gour Mohan Sachin Mandal Mahavidyalaya), on the prose stylist Bankim Chandra Chattopadhyay - 12/9/21
3. Lecture delivered by Dr. Tapodhir Bhattacharya (Former Vice-Chancellor of Assam University), on ????????????? ??????? ?????? - 8/12/21
4. Lecture delivered by Dr. Manabendra Mukhopadhyay,(Professor, Department of Bengali, Viswabharati University) on Feminist Literary Theory and Reader-Response Theory- 12/12/21
5. Lecture delivered by Dr. Mrinmoy Pramanick, Assistant Professor, Department of Comparative Indian Language and Literature, University of Calcutta on Annada Shankar Ray

Committees have been formed to conduct AAA, Green Audit and Energy Audit.Internal AAA for the year 2020-21 has been conducted whereas for the academic year 2021-22, external AAA has been done.

A Hands-on Training workshop on Augmented Reality (AR) in collaboration with Google Developer Students Club, Jalpaiguri Engineering College was organised.

In sensitize students on gender issues, a debate programme was organised on the motion- "Society can ensure safety of Women".

The working of submitting pending AQARs is in progress.

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 has come up with a balanced feedback form, for the performance appraisal of the Teaching staff, through multiple meetings over the teaching-learning process, structures and methodologies of operations as well as learning outcomes. These feedback forms were filled by the outgoing batch of 2021 and the information duly preserved by the IQAC. The IQAC then shared the results of these anonymous feedback forms with the respective departments, who in turn held meetings with all concerned faculty members to review the teaching-learning processes. One of the major achievements of 2020-2021, was the IQAC of AC College, jointly organising a workshop with Chandidas Mahavidyalaya, Birbhum to initiative the teaching staff in the usage of the Google Classroom and Google Meet facility. This ensured that teachers could continue taking their classes in an uninterrupted fashion, even during the lockdown time.

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)

D. Any 1 of the above

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

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

Women are provided with specific facilities including:

· Installation of CCTV cameras across the campus, mandatory wearing of ID cards by both students. Provision of security staff.

· A proper boundary wall with fencing.

· A teacher residential superintendent appointed in the girls' hostel to address students' concerns.

· Implementation of an anti-ragging pledge during admission, with an anti-ragging cell available for lodging complaints.

· Provision of counseling services through the Women Cell (WC) and Internal complaints Committee (ICC) to address issues and grievances of female students.

Establishment of exclusive common rooms for women, equipped with furniture and tables, along with the presence of a designated woman attendant

In sensitize students on gender issues, a debate programme was organised on the motion- "Society can ensure safety of Women".

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	https://accollege.in/new/download/hostel_iqac/?wpdmdl=3502&refresh=65d5ac6915f591708502121

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

D. Any 1 of the above

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

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

The College produces solid waste from regular operations, which includes paper, plastics, food, and other materials. There are dustbins located throughout the college to collect the rubbish that is generated.

Safai employees pick up the trash from the dustbins and dispose of it.

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

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   **C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	*View File*
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for   **B. Any 3 of the above**

greening the campus are as follows:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	No File Uploaded

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies

D. Any 1 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	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

The college endeavors to create an inclusive atmosphere that embraces peace and respects diversity in language, culture, geography, community, socioeconomic backgrounds, and more. It acknowledges significant observances such as International Mother Language Day and Women's Day, along with celebrations like Saraswati puja, all with the aim of promoting unity and harmony amidst the rich tapestry of our nation and society.

The teaching and non-teaching staff of the institution come from many communities and regions around the state. They collaborate as a team, exemplifying diversity and harmony. Students get hands-on experience working in and for the community through NSS and NCC. Dr, Sudip Chakraborty, Associate Professor in the department of Economics continued to run his school, Tista Parer Vidya mandir for underprivileged kids with help of volunteers. Outreach programme was organized by Department of Education to work with the children of this school. This helped them acquire a better understanding of the socioeconomic conditions in the vicinity of the school. Through a variety of initiatives, the importance of working for society's common good is ingrained.

The college grants free or partially free studentships based on financial need and merit.

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

Every year, Ananda Chandra College celebrates the Republic Day and the Independence Day by hoisting the National flag and singing the National Anthem. Teachers talk to the students about the significance of these days. They emphasize on the importance of the Indian Constitution and their values, rights and responsibilities as a citizen of the country. The cadets of the NCC actively participate in the Independence Day and the Republic Day. The College encourages students to take part in Youth Parliament. Sensitivity of the students of the Institution towards the constitutional obligations is also done through the curriculum. Every student of the Institution takes a mandatory course on Environment Studies. Students learn about environment acts, wildlife conservation act, forest act and global environmental concerns.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students,   teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized   D. Any 1 of the above

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

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

The college endeavors to instill and foster fundamental values such as Responsibility, Equality, Nationality, Gender Equity, Environment and Humanity through a variety of organized programs. These initiatives aim not only to promote these principles but also to encourage students to embody them in their daily lives. The following commemorative days and events were observed and celebrated:

1. World Environment Day (5th June 2021)

2. Independence day 2021

3. College Foundation Day (02.09.21)

4. Netaji Jayanti (23.01.22)

5. Republic Day 2022

6. International Mother language day (21.02.2022)

7. International Women's day (08.03.2022)

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	View File
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

Best Practice 1: Promoting greenery in campus and the significance of environmental stewardship.

The college places great emphasis on tree planting and maintenance to ensure the campus remains rich with greenery and flora. These efforts are undertaken by various departments, NSS and NCC. Additionally, the college annually celebrates World Environment Day, underscoring the significance of nature. Departmentsorganize study tours to parks and forests , providing students with first-hand experiences to foster a deeper appreciation for nature. The college has a longstanding tradition of tree planting, evident in the diverse range of trees across the campus. Regular tree plantation activities are conducted to uphold this tradition. The college also maintains a repository of local Medicinal Plants.Funds are a challenge for maintainance of trees and plants in and around the campus and also for organizing programmes.

Best Practice2:Initiatives to support students in sustaining their learning journey amid thepandemic.

Lectures were held using online platforms like Whatsapp, Google meet, Youtube etc. To accommodate online examinations, the college implemented systems allowing for the submission of answer scripts through online channel, managed through official departmental email addresses.

Vaccination camps were also organized in collaboration with the district hospital Jalpaiguri.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	[View File](#)

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

Established in 1942, Ananda Chandra College stands as one of the oldest institutions in Jalpaiguri. Students and teachers from across the region continue to choose our college for its legacy of excellence.

In addition to our standard undergraduate programs, the College provides an enriching opportunity for students to pursue a master's degree in Bengali. Furthermore, we offer undergraduate courses through distance learning programs in collaboration withNetaji Subhas Open University and DDE Burdwan University, serving as a designated study center.

These distance learning options extend significant benefits to students, enabling them to overcome financial and time constraints while still accessing quality education. Partnership with Netaji Subhas Open University has expanded to include master's programs in Geography and Zoology, further enhancing the educational offerings available at the College.

Both government and non-government organizations frequently select AC College as their preferred venue for hosting various programs. The college is entrusted with hosting significant examinations such as the State Level Eligibility Test, Police Sub-Inspector and constable examinations, and events like West Bengal Regional Science Congress , District youth Parliament etc. This choice reflects the esteemed reputation of the college and the extensive pool of faculty members available to support these endeavors.

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 college strictly adheres to the curriculum established by its parent institution, the University of North Bengal. Many faculty members actively participate in the development of this curriculum as members of the Board of Studies.

Because of the extended lockdown caused by the COVID-19 pandemic, operations transitioned mostly to internet platforms. Classes were delivered without difficulty via a variety of digital platforms, including Zoom, Google Meet, and Google Classroom.

Considering the exceptional challenges created by the epidemic, the University offered a simplified curriculum. The college swiftly established procedures to ensure that the curriculum was completed efficiently and within the timeframe specified in the academic calendar.

Continuous assessment methodologies, including assignments, open-book assessments, and other applicable methods, were utilised to efficiently monitor student progress and determine learning consequences. These efforts guaranteed that academic standards were preserved despite the unusual circumstances created by the worldwide health crisis.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	Nil

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

The Institutional Quality Assurance Cell (IQAC) meticulously designs the academic calendar in strict accordance with the directives outlined by the affiliating University. Through structured meetings, the IQAC collaborates closely with

departments and functional administrative entities to finalize the academic schedule, which is subsequently disseminated to students via the official college website. Adherence to this schedule is mandatory for departments, ensuring meticulous planning of the curriculum. Under the purview of this framework, individual teachers meticulously schedule and execute internal evaluations in alignment with pre- approved lesson plans, sanctioned during departmental meetings. In response to the extended lockdown measures, the evaluation process for the session seamlessly transitioned to an online standard operating procedure. Students were furnished with evaluation materials via the college website or through official communication channels such as WhatsApp. Furthermore, the gathering of assignments and internal assessment answer sheets was meticulously managed through established digital platforms such as Google Classroom and Google Forms, maintaining the integrity and efficiency of the evaluation process.

File Description	Documents
Upload relevant supporting documents	[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

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

20

File Description	Documents
Any additional information	View File
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

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

The university's curriculum is designed to provide students with a comprehensive and enriching educational experience, addressing a diverse array of critical topics essential for holistic development. Emphasizing interdisciplinary learning, the curriculum encompasses pivotal themes such as Gender Studies, Humanity, Professional Ethics, Environmental Science, and Sustainability. Through a strategic integration of courses from various departments including Sociology, Bengali, English, Geography, Chemistry, and Zoology, students are exposed to multifaceted perspectives on these themes across different semesters. Additionally, the inclusion of compulsory papers like Environmental Science (AECC-1) ensures that students gain a profound understanding of environmental issues and sustainable practices, fostering a sense of responsibility towards the planet. Furthermore, the university actively promotes practical engagement with environmental conservation efforts through initiatives like the National Service Scheme (NSS) and National Cadet Corps (NCC), which regularly organize tree plantation programs and other sustainability-focused activities. This holistic approach to education not only equips students with academic knowledge but also instills values of social responsibility and ethical consciousness, preparing them to be conscientious global citizens capable of addressing the multifaceted challenges of the modern world.

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

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

7

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**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

1504

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

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

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	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 sanctioned seats during the year

2954

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

1141

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

In Ananda Chandra College, the students are actively evaluated and categorized as slow-learners and advanced learners based primarily on their marks and percentage. The slow-learners of the college in the academic session 2021-2022 (even & odd semester) were identified on the basis of internal marks and attendance. Those students were further treated as follows:

1. Doubt-clearing classes were arranged for each topic of the subject according to the need of the students.
2. Interactive sessions (such as quiz, teaching-learning by role-play) were arranged involving the students regularly.
3. Mentors regularly kept eye on the attendance of slow-learners. If the student has been absent for 3 consecutive days, he/she was personally contacted over the phone. In some instances, parents were also intimated to increase the attendance of the students.

The students had exceptional ability to learn beyond their same-age peers, were identified as the advanced learners on the basis of marks and attendance. They were regularly encouraged to do the followings:

1. To attend the advanced classes in a particular topic.
2. To learn other advanced courses.
3. To take flip-classes in front of other classmates.

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

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

Number of Students	Number of Teachers
5423	125

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

This academic session saw the return of offline classes after the end of the Covid. During the phase of the online classes, for experiential learning

1. Online assignments and projects were given to the students as part of their CE and internal assessment.

2. Students made power point presentations on topics of their syllabus as part of their internal assessment.

In offline classes, every department encouraged development and skill formation through participatory learning. It includes

1. Various interactive methods, such as, group discussion, subject quiz, discussion, mini project preparations, seminar presentations, etc.

2. For Experiential Learning, the students were given hands on training on laboratory experiments. It also includes showing videos, online lectures, screening of films, field visits, visit to the Medicinal plant Garden and rainwater harvesting plant of the college, exhibitions and quiz on theory topics etc.. Many departments like Botany, Bengali, Economics etc. published wall magazines to enhance the participatory learning skills of the students.

3. Students have access to computer labs for getting accustomed with modern ICT techniques.

4. Problem Solving Methods include problems given to the students, from the area of their study and are asked to solve them in groups, using college resources.

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 ICT enabled mechanisms got substantially streamlined during the COVID-19 pandemic and the consequential lockdown period. Each and every Department of the College beneficially utilized ICT enabled tools for conducting their online classes. Platforms like Google Meet, Google Classroom, Zoom, etc. were used potentially to organize and conduct online classes. Besides, continuing assessments, examinations and evaluations were done online. These helped the College in maintaining continuity of the academic session.

With the commencement of offline classes during this academic session, Computer based laboratory departments like Computer Science, Economics, Geography, Mathematics, Physics and Zoology have been at the forefront in utilizing ICT enabled tools in the College. Besides, the College has a Computer Centre as well as a 'Browsing Centre' in the Central Library. These immensely facilitate the students in their pursuit of higher studies. Every Department has been provided with a LCD Projector and Laptop/Desktop for their use during class lectures. Teachers combine use of ICT enabled tools along with conventional method of 'chalk and talk' as part of teaching-learning processes. The ICT enabled learning included PowerPoint presentations, showing videos, online lectures and screening of films etc.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://accollege.in/new/iqac-doc-ict/

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

125

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

2.4 - Teacher Profile and Quality

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

125

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	*View File*

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

34

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

759

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.

As per university guidelines, the college has carefully devised a continuous assessment programme

1 The students are given proper awareness regarding internal assessment in classes.

2. The assessment of a student is the gross performance based on attendance, assignment, seminar, and test papers.

3. The college has an internal examination committee comprising a coordinator and multiple numbers of members who work to ensure transparency and robustness.

4. Feedback is given to each student after identifying their drawbacks and strong points. The students who require remedial teaching are identified based on their scores.

5. The college prospectus and the website provide them with an elaborate description about the evaluation process. The dates of the internal examination are published in the college website, college notice boards as well as notified in departmental notice boards.

6. The departments are assigned the responsibility for the evaluation of various components of the assessment process. The syllabus of the examination is published well in advance. Teachers evaluate answer scripts within stipulated time.

The college makes sure that the entire process is done in a transparent manner so that all students get an equal and fair

chance of performance.

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

Grievances related to the internal examination are addressed by the Grievance Cell formed for this purpose. Students can report their concerns regarding the transparency of the marking system if any and the members of the cell communicate the problems to the department concerned. A rectification is made after receiving the complaints. In those rare cases wherein, a common ground cannot be reached, retests are conducted to give the students an opportunity to improve their score and the evaluation of the same is done by the Head of the Department. In the case of absentees or those with low marks, an opportunity is provided to appear for a re-test. The answer scripts are retained in the departments safely for at least a year in anticipation of the issues that may arise in the future. The application for retest should be submitted by the students stating the reason for being absent. The application should be signed by the parent/ guardian and countersigned by class teacher / Head of the department. Thus, with systematic planning and feedback system, the institution ensures transparent, time bound and efficient mechanism to solve the grievances related to internal examination.

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

2.6 - Student Performance and Learning Outcomes

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

Focused on outcome-based education, the institution is specific in the preparation and timely amendment of Programme and Course

Outcomes for all Programmes offered by the institution. As an impeccable teaching and learning process is reliant on the comprehension, application and analysis of programme and course outcomes, the teachers and students are made aware of the same through a well-knit mechanism. The Programme and Course Outcomes are stated and displayed on website and communicated to teachers and students department wise. The display of outcomes helps teachers and students internalize the purpose and process of teaching-learning. The Course outcomes are disseminated to students through faculty announcements during the beginning of each semester and from time to time during the entire semester. The teachers adopt teaching methods so as to enable the course outcome envisaged by the affiliating University.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://accollege.in/new/iqac/#progOut
Upload COs for all courses (exemplars from Glossary)	View File

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

Programme and Programme Specific Outcome attainment evaluation was done based on the attainment of cognitive levels of course outcomes with POs and PSOs. Through different methods like internal examinations, assignments, competitions and other activities at college and department level, the achievement of Programme outcome and course outcome is ensured and assessed with defined benchmarks.

The College took care of the attainment to measure the POs, PSOs and COs and implemented the mechanism as follows: -

1. The institution prepares an Academic Calendar in accordance with the academic calendar of affiliated university.
2. All the subject teachers maintained an Academic Diary every academic year.
3. All the subject teachers prepared evaluation Reports.
4. Internal examination committee analyzed the evaluation reports of results.

5. **Institution considered Feedback from the Stakeholders for the attainment of PO, PSO and CO.**
6. **Academic committee reviewed the Students' Progression to Higher Studies and their Placement.**

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

1241

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://accollege.in/new/download/sss-2021-2022/?wpdmdl=3964&refresh=65f82fc1b196c1710763969

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 departments having Research projects funded by government and non government agencies during the year

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

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**

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

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

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**

3.2 - Research Publications and Awards

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

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

14

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

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

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

16

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

3.3 - Extension Activities

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

Extension and out rich programme was organised by the Department of Education, Ananda Chandra College, Jalpaiguri from 7th May to 3rd June, 2022. In this, the students of 4th Semester, Honours in Education have conducted classes with the children living in below poverty level of the town. Tista Parer Vidyamandir has given the opportunity to the children of poor family/ slam area to get access to education.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

2

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

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

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

9

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

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

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

288

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

3.4 - Collaboration

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

0

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

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

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

0

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

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 policy of the institution for creation and enhancement of infrastructure to facilitate effective teaching and learning process.

Classrooms: There are around 49 class rooms apart from the departmental rooms, seminar rooms, libraries and Science laboratories and computer laboratories for practical classes. Each classroom can accommodate approximately about 40-90 students. The big classrooms are well ventilated, with lots of sunlight, ideal for a crowded classroom. Few classrooms has audio facilities.

Central Computer Laboratory: There is a well-designed modern central computer laboratory with advanced audio-visual & multi-media facilities like LCD projector, overhead projector etc.

Central Library: The college library utilizes a space of 6948 sq. ft. with a reading room for free access of students and teachers

All the Departments have been provided with computers & internet connections.

Laboratories: There are nine laboratories for subjects - Physics, Chemistry, Mathematics, Computer Science, Botany, Zoology, Physiology, Microbiology and Geography. The laboratories and upgraded with advanced laboratory equipments and have given enough space to carry out practical classes effectively.

Animal House: There is no animal house in the college.

Auditorium: The Seminar Hall is used as an auditorium at present.

Open Theatre : The college has a Open theatre in its campus named as Mukta Mancha.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://accollege.in/new/download/infrastructure-and-physical-facilities-for-teaching-and-learning/?wpdmdl=3462&refresh=65d31551c71e51708332369

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

• The college is committed to offering resourceful infrastructure for holistic growth of students. It provides adequate facilities for cultural activities, indoor and outdoor sports as well as other student and faculty support amenities.

• Ananda Chandra College is well known for its sports activities. Students take part in Inter-college, District, State and National Level competitions for different events. The College has a big playground of its own where our students can practice football and cricket.

• The Boys' Common Room equipped for Indoor Games like Table Tennis and Carom.

• Girls' Common Room equipped for Indoor Games like Carom

• There is a well equipped Gymnasium in the college which the students use regularly.

• The Seminar Hall: The accommodation which is unique of its kind with a stage for cultural activities and an accommodation for 320 people.

• Yoga and fitness workshops are organized by the NSS Unit of the college in the Common Rooms, Gymnasium and in the

playground.

The length of the Gymnasium is 40 meter and the width is 20 meter. The total space of the Gymnasium is 800 square meters.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://accollege.in/new/download/facility-for-cultural-activities-sports-and-games/?wpdmdl=3471&refresh=65d3195a571c21708333402

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

9

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

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)

0.35

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)	<u>View File</u>

4.2 - Library as a Learning Resource

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

The ILMS used in the library is SOUL, version 2.0 which is a partial automation implemented from 2016.

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	**D. Any 1 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)

0.059

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

100

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

4.3 - IT Infrastructure

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

The Institution has IT facilities including Wi-Fi and sufficient number of computers with required peripherals. The facility available facilitates ICT enabled teaching-learning process and evaluation, research activities, and administration.

The Computer Science department has system software and application software's, both licensed and open source software's. The teachers used ICT tools including computers, projectors, white boards and other ICT tools.

Google classroom and Zoom were used to conduct online lectures, share resources and conduct internal exams and assignments. Teachers also used Power-point presentations, lecture recordings and Audio/video aids. Google Forms were used for taking feedback, research-based activities, maintaining attendance etc. All webinars have been conducted through ICT.

The Wi-Fi facility is available in all academic and administration corners like classrooms, staffrooms, library,

office and also with computers that are being used for other facilities.

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

4.3.2 - Number of Computers

76

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	<u>View File</u>

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	**No File Uploaded**

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)

1.80

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

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

All laboratory purchases are done through tender system as per standard norm. Practicals are done in batch-wise manner for proper utilization of the resources under continuous monitoring of supporting faculty members. Record of accounts is maintained by laboratory staff, teachers and supervised by the senior-most faculty of the concerned department. Repairing, calibration and maintenance of sophisticated lab instruments are regularly done by technicians. Computers and other instruments undergo annual maintenance by service providers. The library committee members meet regularly to take stock of the condition of the library, rare and valuable books. Regarding classroom and infrastructural facilities, the senior-most teachers of each department submit their requirement to the principal. In addition, non-teaching staff of each and every department maintain the stock register by physically verifying the equipment round the year. The College has installed water purifiers to provide clean drinking water to the students. Boys' and Girls's hostels are maintained by respective hostel superintendents in consultation with hostel committee members. Regular cleaning of water tanks, garbage disposal, and maintenance of garden is done by the concerned employees. Sports/ tournaments are held in a sprawling field/playground adjacent to the college gymnasium which is maintained on a regular basis.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://accollege.in/new/about-college/principals-desk-copy/

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

1391

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
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

130

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	**E. none of the above**

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

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

80

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

80

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited 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	**A. All of the above**

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
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

0

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

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

86

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

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

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

19

File Description	Documents
Upload supporting data for the same	[View File](#)
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

4

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

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

The students of the college participated in many co-curricular and extracurricular activities during the year like observance of college foundation day, observance of students' week, observance of Swami Vivekananda's birthday, observance of Netaji's birthday, observance of republic day, Saraswati puja, National Science day, International Women's day, etc.

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

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

3

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 a registered Alumni Association in the college.

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

The governance of the institution never loses sight of the fact that acquisition of knowledge bears sanctity only when it transcends into creating favourable conditions for the growth of a democratic space, opportunities, and equity. In this institution, the teachers, students and administrative staff alike engage their knowledge with issues like deprivation, poverty, inequality, displacement, oppression, empowerment and most importantly, sustainable development. The students from economically weaker sections of society are given waviers on their college fees, either half of it is waived off or the full amount. This system is popularly known as Half Fee and Full Fee. In addition, a considerable number of students get financial assistance from the Student Aid Fund of the college.

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.

The college administration was decentralized through the active participation of the Teachers' Council and non-teaching staff.

The Teachers' Council for the year 2021-2022 was headed by Principal Dr. Debashis Das and had as its secretary, Dr. Supriyo Paul. All the teachers were actively involved in several sub-committees of the college like the Academic, Examination Centre, Admission, Cultural, Magazine, Tabulation, Routine and Research Sub-committees. The Examination Centre Sub-Committee, convened by Dr. Bipul Chandra Sarkar, conducted the CBCS semester examinations smoothly, through planned allocation of work amongst teachers and non-teaching staff.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

There is a famous saying that, a good leader leads by example, not by force. In this very spirit, the leader of Ananda Chandra College, the Principal, methodically distributes the administration of the institution amongst important stakeholders like the teaching and non-staff. These are in the form of various subcommittees as mentioned in Criterion 6.1.2. One such sub-committee which was very active in the year 2021-22, was the Cultural Sub-Committee, convened by Diganta Chakraborty. It successfully organised events to commemorate the birthdays of eminent personalities like Swami Vivekananda, Netaji Subhas Chandra Bose, Rabindranath Tagore, etc. Through these events, the Sub-committee ensured that the various stake-holders of the institution were able to overcome the covid inertia and bring back the dynamic cultural milieu in the college. As this was the academic year when the lockdown was finally lifted, the strategic plan of the institution included curriculum based planning for the blended mode of learning.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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 institutional bodies that implement the vision underlying education policies, appointment and service rules is described as the organogram of the institution. The organogram of the institution comprises of the Governing Body at the top and then a set of institutional bodies- Finance Committee, Teachers' Council, Purchase Committee, Building Sub-committee, Hostel Committee, Anti-ragging Committee Library Committee and the Minsterial Staff. The Governing Body comprises of a President (Government Appointment), the Principal who serves as the Secretary of the GB, 2 Government nominees, 2 North Bengal university Nominees, 1 Higher Education Council Nominee, 3 Teachers' Representatives and 1 member of the Non-teaching Staff. The Teachers' Council is the only statutory body of teachers in this institution. It's work is further distributed amongst the following: Academic, Admission, Examination Centre, Cultural, Magazine, Routine, Games & Sports, and Tabulation Sub-committees. The Finance Committee is the advisory body on all financial decisions of the college and is headed by the Bursar, a Teachers' representative. The Purchase Committee comprises of the Principal, the Bursar, The Secretary of the Teachers' Council and the Governing Body representatives of the Teaching and Non-teaching staff. It conducts all purchase according to the Government Purchase Policy. The Building Committee has the Governing Body Representatives of the Teaching and Non-teaching staff and an Engineer The Anti-ragging Committee comprises of 5 members of the Teaching staff and 2 members of the Non-teaching staff. All the committees are headed by the honourable Principal, excluding the Governing Body.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	https://accollege.in/new/about-college/organogram/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

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

6.3 - Faculty Empowerment Strategies

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

Any educational institution functions even better when it promotes the welfare of its people, over and above the visions of an education policy. To achieve the goal of a healthy mind in a healthy body, the National Social Service unit of the College organised Dental and Ophthalmological Testing Camps for the Teaching and Non-teaching Staff. It also planted trees all over the campus, to improve the environment of the campus. The college also has a medical officer, who is consulted from time to time, regarding the well-being of the institution.Puja Advance given ex-gratia to the casual staff of the College. Along with this, the Ananda Chandra College Cooperative Credit Society provides financial help to all staff members, in substantive posts.

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

0

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

0

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

10

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

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

Academic reports were submitted for the odd semester of 2021-2022 to the Principal, in the proforma prescribed according to Career Advancement Scheme guidelines. A self-

appraisal report from the Non-Teaching staff is yet to be introduced.

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 financial audit is conducted according to the following steps-

1. **Gather Financial Documents. Review the systems put in place to transmit financial information to the accounting department.**
2. **Look at Record-Keeping.**
3. **Review the Accounting System.**
4. **Review the Internal Control Policies.**
5. **Compare Internal and External Records.**
6. **Look at Tax Records, GPF submission.**

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)

0

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

No funds given to the college directly for construction of new buildings. The North Bengal Development Department is building the upcoming Science Block for the College. The Governing Body decides upon allocation of annual laboratory development and field survey grants, (including contingency grants) to different departments of the college-

1. **Five Thousand Rupees, apart from Book Grants, to each arts department**
2. **Journal Grant of 1000-1500 Rupees to each department, as decided by the Library Committee meeting. Each department gets to choose the UGC-CARE enlisted journal which it chooses to subscribe.**

These amounts are revised each year, depending on the utilization of allocated funds.

GPF was provided to all teaching and non-teaching employees of the college.

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

Many departmental webinars have been successfully conducted,

under the aegis of the IQAC, on a monthly basis. These include-

Special Lectures organised by the Department of Bengali-

1. Lectures by Dr. Anindya Shekhar Purakaystha (Department of English, Kazi Nazrul University), Dr. Arnab Kumar Sinha (Department of English, University of Burdwan), Dr. Sanjuckta Chatterjee (Raiganj University)on Post/-colonial Literatures – 27/6/2021
2. Lecture delivered by Dr. Nirmalya Kumar Ghosh (Assistant Professor, Department of Bengali, Gour Mohan Sachin Mandal Mahavidyalaya), on the prose stylist Bankim Chandra Chattopadhyay - 12/9/21
3. Lecture delivered by Dr. Tapodhir Bhattacharya (Former Vice-Chancellor of Assam University), on ????????????? ??????? ?????? - 8/12/21
4. Lecture delivered by Dr. Manabendra Mukhopadhyay,(Professor, Department of Bengali, Viswabharati University) on Feminist Literary Theory and Reader-Response Theory- 12/12/21
5. Lecture delivered by Dr. Mrinmoy Pramanick, Assistant Professor, Department of Comparative Indian Language and Literature, University of Calcutta on Annada Shankar Ray

Committees have been formed to conduct AAA, Green Audit and Energy Audit.Internal AAA for the year 2020-21 has been conducted whereas for the academic year 2021-22, external AAA has been done.

A Hands-on Training workshop on Augmented Reality (AR) in collaboration with Google Developer Students Club, Jalpaiguri Engineering College was organised.

In sensitize students on gender issues, a debate programme was organised on the motion- "Society can ensure safety of Women".

The working of submitting pending AQARs is in progress.

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 has come up with a balanced feedback form, for the performance appraisal of the Teaching staff, through multiple meetings over the teaching-learning process, structures and methodologies of operations as well as learning outcomes. These feedback forms were filled by the outgoing batch of 2021 and the information duly preserved by the IQAC. The IQAC then shared the results of these anonymous feedback forms with the respective departments, who in turn held meetings with all concerned faculty members to review the teaching-learning processes. One of the major achievements of 2020-2021, was the IQAC of AC College, jointly organising a workshop with Chandidas Mahavidyalaya, Birbhum to initiative the teaching staff in the usage of the Google Classroom and Google Meet facility. This ensured that teachers could continue taking their classes in an uninterrupted fashion, even during the lockdown time.

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)	D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Women are provided with specific facilities including:

· Installation of CCTV cameras across the campus, mandatory wearing of ID cards by both students. Provision of security staff.

· A proper boundary wall with fencing.

· A teacher residential superintendent appointed in the girls' hostel to address students' concerns.

· Implementation of an anti-ragging pledge during admission, with an anti-ragging cell available for lodging complaints.

· Provision of counseling services through the Women Cell (WC) and Internal complaints Committee (ICC) to address issues and grievances of female students.

Establishment of exclusive common rooms for women, equipped with furniture and tables, along with the presence of a designated woman attendant

In sensitize students on gender issues, a debate programme was organised on the motion- "Society can ensure safety of Women".

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	https://accollege.in/new/download/hostel_iqac/?wpdmdl=3502&refresh=65d5ac6915f591708502121

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	**D. Any 1 of the above**

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

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

The College produces solid waste from regular operations, which includes paper, plastics, food, and other materials. There are dustbins located throughout the college to collect the rubbish that is generated.

Safai employees pick up the trash from the dustbins and dispose of it.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	[View File](#)

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	**No File Uploaded**

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

7.1.6.1 - The institutional environment and

E. None of the above

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	`D. Any 1 of the above`

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e.,

tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college endeavors to create an inclusive atmosphere that embraces peace and respects diversity in language, culture, geography, community, socioeconomic backgrounds, and more. It acknowledges significant observances such as International Mother Language Day and Women's Day, along with celebrations like Saraswati puja, all with the aim of promoting unity and harmony amidst the rich tapestry of our nation and society.

The teaching and non-teaching staff of the institution come from many communities and regions around the state. They collaborate as a team, exemplifying diversity and harmony. Students get hands-on experience working in and for the community through NSS and NCC. Dr, Sudip Chakraborty, Associate Professor in the department of Economics continued to run his school, Tista Parer Vidya mandir for underprivileged kids with help of volunteers. Outreach programme was organized by Department of Education to work with the children of this school. This helped them acquire a better understanding of the socioeconomic conditions in the vicinity of the school. Through a variety of initiatives, the importance of working for society's common good is ingrained.

The college grants free or partially free studentships based on financial need and merit.

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

Every year, Ananda Chandra College celebrates the Republic Day and the Independence Day by hoisting the National flag and singing the National Anthem. Teachers talk to the students about the significance of these days. They emphasize on the importance of the Indian Constitution and their values, rights and responsibilities as a citizen of the country. The cadets of the NCC actively participate in the Independence Day and the

Republic Day. The College encourages students to take part in Youth Parliament. Sensitivity of the students of the Institution towards the constitutional obligations is also done through the curriculum. Every student of the Institution takes a mandatory course on Environment Studies. Students learn about environment acts, wildlife conservation act, forest act and global environmental concerns.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	D. Any 1 of the above

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

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

The college endeavors to instill and foster fundamental values such as Responsibility, Equality, Nationality, Gender Equity,

Environment and Humanity through a variety of organized programs. These initiatives aim not only to promote these principles but also to encourage students to embody them in their daily lives. The following commemorative days and events were observed and celebrated:

1. World Environment Day (5th June 2021)

2. Independence day 2021

3. College Foundation Day (02.09.21)

4. Netaji Jayanti (23.01.22)

5. Republic Day 2022

6. International Mother language day (21.02.2022)

7. International Women's day (08.03.2022)

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	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice 1: Promoting greenery in campus and the significance of environmental stewardship.

The college places great emphasis on tree planting and maintenance to ensure the campus remains rich with greenery and flora. These efforts are undertaken by various departments, NSS and NCC. Additionally, the college annually celebrates World Environment Day, underscoring the significance of nature. Departmentsorganize study tours to parks and forests ,

providing students with first-hand experiences to foster a deeper appreciation for nature. The college has a longstanding tradition of tree planting, evident in the diverse range of trees across the campus. Regular tree plantation activities are conducted to uphold this tradition. The college also maintains a repository of local Medicinal Plants.Funds are a challenge for maintainance of trees and plants in and around the campus and also for organizing programmes.

Best Practice2:Initiatives to support students in sustaining their learning journey amid thepandemic.

Lectures were held using online platforms like Whatsapp, Google meet, Youtube etc. To accommodate online examinations, the college implemented systems allowing for the submission of answer scripts through online channel, managed through official departmental email addresses.

Vaccination camps were also organized in collaboration with the district hospital Jalpaiguri.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Established in 1942, Ananda Chandra College stands as one of the oldest institutions in Jalpaiguri. Students and teachers from across the region continue to choose our college for its legacy of excellence.

In addition to our standard undergraduate programs, the College provides an enriching opportunity for students to pursue a master's degree in Bengali. Furthermore, we offer undergraduate courses through distance learning programs in collaboration

withNetaji Subhas Open University and DDE Burdwan University, serving as a designated study center.

These distance learning options extend significant benefits to students, enabling them to overcome financial and time constraints while still accessing quality education. Partnership with Netaji Subhas Open University has expanded to include master's programs in Geography and Zoology, further enhancing the educational offerings available at the College.

Both government and non-government organizations frequently select AC College as their preferred venue for hosting various programs. The college is entrusted with hosting significant examinations such as the State Level Eligibility Test, Police Sub-Inspector and constable examinations, and events like West Bengal Regional Science Congress , District youth Parliament etc. This choice reflects the esteemed reputation of the college and the extensive pool of faculty members available to support these endeavors.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The plan of action for next academic year are as follows:

1. Introducing KOHA for library automation

2. To enter into MoUs with other colleges for faculty and student exchange programmes

3. Conducting Add-on courses

4. Conducting workshop for skill development, seminars/webiners

5. Conducting gender sensitization programme

6. Regularize college magazine publication stalled during lockdown.

7. Submission of pending AQARs.

8. Conducting AAA, Green and Energy audits.