



YEARLY STATUS REPORT - 2022-2023

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 **principal.acc.jpg@gmail.com**
- Address **COLLEGE PARA**
- City/Town **JALPAIGURI**
- State/UT **WEST BENGAL**
- Pin Code **735101**

2. Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Co-education**
- Location **Urban**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **North Bengal University**
- Name of the IQAC Coordinator **Dr. Sangita Das**
- Phone No. **03561255554**
- Alternate phone No.
- Mobile **9641532276**
- IQAC e-mail address **accjaliqac@gmail.com**
- Alternate e-mail address **accsangita@gmail.com**

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

<https://acollege.in/new/download/aqar-2021-22/?wpdmdl=3966&refresh=65f5e21117c141711006225>

4. Whether Academic Calendar prepared during the year?

Yes

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

<https://acollege.in/new/download/2022-2023/?wpdmdl=3627&refresh=65dc3bb738aca1708932023>

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	0

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 6

- 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)

MoUs have been signed with various Academic Institutions for Faculty and student exchange programmes.

One Add-on Course "Drama-in Practice" has been conducted and IQAC has sanctioned, another Add-on course Translating Provincial North' to be conducted in July 2023.

KOHA has been introduced in Central Library. IQAC has also sanctioned a Two Days Seminar on "Art of Research Report Writing" organized by Central Library to be held in August.

The College Magazine 'Anandadhara' for last two years have been published after a meticulous selection from students' writing by the Magazine-sub-Committee. A workshop for students (AnandaMela) was also arranged on 25.03.23 by IQAC where students prepared stalls, decorated, presented and sold their handmade Artworks.

Academic and Administrative audit for 2022-23 and Consolidated Green and Energy Audits for 2021-22 and 2022-23 have been done.

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
To enter into MoU with other colleges for faculty exchange programmes	Several MoUs have been signed. There has been faculty exchange with these colleges
To conduct Add-On Courses for skill development of students	Two Add-on Courses (Drama in Practice & Translating Provincial North) have been conducted in 2023
To regularize college magazine publication stalled during the pandemic	The college magazine for the last 2 years (2021-22 and 2022-23) have been published after a meticulous selection from students' writings by Magazine Sub committee.
To conduct workshops for promotion of skill and entrepreneurship development among students.	A workshop for students (Ananda Mela) was arranged on 25.03.23 where they prepared stalls, decorated and presented and sold their hand- made artworks
To encourage departments to undertake extension and outreach programmes that would be socially beneficial	Students of Department of Education held special classes for underprivileged students of the locality in 2 phases- one, from 17'01.23 to 02.03.23 and second, from 13.03.23 to 21.04.23. Also students of the Department of English donated blankets and clothes to the poor and needy as part of Christmas Celebration
To undertake various gender sensitization processes through cultural programmes	Several dramatic pieces were written and enacted by students which have a direct relevance to issues concerned with women.
To celebrate and observe with active participation of students and staff all days of national and international significance	International Mother Language Day, International Women's Day, National Science Day, Birthday of Swami Vivekananda, Netaji Subhash Chandra Bose, Panchanan Barma, Rabindranath Tagore, World Environment Day,

	International Yoga Day, National Librarians Day, World Aids Day, College Foundation Day, Independence Day, Republic Day were all observed and celebrated.
To introduce KOHA, a fully featured, scalable library management system.	KOHA has been introduced
To complete uploading of AQARs of the last five years and prepare all documentation for SSR.	Work is on the point of completion.
To conduct AAA and Green & Energy Audit	AAA for 2022-23 and Consolidated Green and Energy Audits for 2021-22 and 2022-23 have been done.
To apply for NIRF	Still not applied for NIRF.

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body, A.C College, Jalpaiguri	03/01/2024

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

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• Phone No.	03561255554

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Name	Date of meeting(s)
Governing Body, A.C College, Jalpaiguri	03/01/2024
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2022-23	15/03/2024
15. Multidisciplinary / interdisciplinary	
<p>The institution since its inception has been known for imparting holistic education to the students by emphasizing the ecological, physical, social, moral values and life skills for self-development. Along with this, the institution has also incorporated multidisciplinary approach into its teaching-</p>	

learning dynamics and with the circulation of the FYGUP syllabus by the affiliating university, modulation in the perception and preparations for further inclusions in the existing curriculum were discussed. Certain innovative approaches were also adopted in order to encourage students to develop a comprehensive understanding of various disciplines.

An add-on course, 'Drama-in-Practice', was provided to the students of the institution, irrespective of their departmental affiliation by the Department of English and Bengal in collaboration with IQAC, Ananda Chandra College. The course was jointly convened by Prof. Samik Dasgupta and Prof. Ranjana Bhattacharjee and was held between 5th April, 2023 and 12th May, 2023.

To develop multidisciplinary perception in the students of the institution a lecture series 'Café Lit Theory' was also provided between 18th March, 2023 and 27th May, 2023. The lectures were coordinated and delivered by Prof. Samik Dasgupta and students from English, Bengali, History, Political Science and B.Sc. Programme, attended these classes.

16.Academic bank of credits (ABC):

The affiliating university of the college has circulated information in context of Academic Bank of Credits. The institution has also taken the necessary initiatives and a notice informing the students about the same was posted on 15th March, 2023, and necessary information was disseminated amongst the students.

17.Skill development:

Skill development has been practiced in the institution as a part of the curriculum. The existing 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. As a part of the add-on course of Drama-in-Practice students were trained in theatrical skills and they presented three productions displaying their newly learned skills. The members of Pen Poems had also been continuously trained in creative writing from the previous session onwards, and they were invited to perform in 'Mongol Sandhya' organized by 'Dyotona' on 23rd April, 2023. Fourteen members of the group presented their

poems in the event. The institution also has plans of conducting more skill enhancement courses and workshops in the near future.

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

The teaching-learning in the Departments other than English, happens in bilingual mode. In the Department of English though the lectures or instructions are delivered in English, but the study materials are provided in many cases in Bengali as well along with English. The Department of English in the 6th Semester also provides a paper titled 'Indian Literature in English Translation'. As a part of this course, students are encouraged to read the original source text. 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 every year, observes 21st February as 'Bhasha Dibas' as a part of the mentioned practice.

Cultural and traditional festivals, like Saraswati Puja, Basanta Utsab, Rabindra Jayanti are celebrated. Days of National significance like Independence Day, Netaji's Birthday, Republic Day, are also observed to instil in the students patriotism and national consciousness. In the session a Christmas Carnival was also organized by the Department of English where the students' were encouraged to help the poor and the needy of the neighbouring areas through a 'Secret Santa Programme'. Clothes, blankets and cakes were distributed as a part of the programme.

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

For optimization of the teaching-learning process, the institution focusses on Outcome based education (OBE). Education is imparted following the syllabus set by the University of North Bengal, but the faculties are given full freedom to construct their teaching module based on the objective of the concerned paper and also in their choice of evaluation method. Depending on the course demands and students' grasping ability, viva, group discussion, open book evaluation, project work, theme-based presentation etc. are used for internal evaluation along with the traditional methods. Summative evaluation is also practiced so as to trace the development of the students.

20.Distance education/online education:

The college has served as a Study Centre of the N.S.O.U. and

Burdwan University and the faculties of the institution are associated with these two study centres. They deliver lectures and participate in examination of answer scripts and also with dissemination of other teaching-learning related information in both online and offline mode. 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. Google forms and Google classroom are regularly used in teaching-learning and evaluation related processes. Students are also informed and encouraged to use online resources. The institution also has active INFLIBNET registration and the resources are used equally by students and faculties.

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	5524
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	1120
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Number of outgoing/ final year students during the year						
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td>View File</td> </tr> </tbody> </table>			File Description	Documents	Data Template	View File
File Description	Documents					
Data Template	View File					
3.Academic						
3.1 Number of full time teachers during the year		125				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td>View File</td> </tr> </tbody> </table>			File Description	Documents	Data Template	View File
File Description	Documents					
Data Template	View File					
3.2 Number of Sanctioned posts during the year		129				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td>View File</td> </tr> </tbody> </table>			File Description	Documents	Data Template	View File
File Description	Documents					
Data Template	View File					
4.Institution						
4.1 Total number of Classrooms and Seminar halls		38				
4.2 Total expenditure excluding salary during the year (INR in lakhs)		83.61				
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 has a clear plan for delivering the curriculum provided by the University of North Bengal, following the Choice Based Credit System (CBCS). They collaborate with departments to create an Academic Calendar and distribute syllabus and course

components among faculty based on their expertise. Faculty employ various teaching methods such as lectures, question banks, PowerPoint presentations, and hands-on activities to focus on Outcome Based Education. Additionally, they utilize model-based learning, group discussions, seminars, and excursions to enhance skill development. Regular interaction between teachers and students ensures effective course delivery, with special attention given to students who need additional support or challenge. The college is also fostering collaborations with other institutions through memorandums of understanding and implementing faculty exchange programs to enrich curriculum delivery.

File Description	Documents
Upload relevant supporting document	No File Uploaded
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 institution crafted its academic calendar for the 2022-2023 session, following with the guidelines set forth by the University of North Bengal while adjusting them to suit the institution's specific requirements. This calendar served as the basis for organizing all academic, co-curricular, and evaluative activities for the year. Embracing the semester system, the institution recognized the need for continuous assessment due to the shortened time frame between classes and examinations. To facilitate continuous evaluation, faculty members employed a variety of traditional methods such as question-answer sessions, classroom brainstorming, group discussions, project works, and practical exercises. Some departments supplemented these with periodic practice tests, both oral and written, to gauge students' progress. Additionally, field and industry visits were incorporated into the curriculum to provide real-world exposure and evaluation opportunities. Furthermore, student seminars were conducted across departments to inculcate self-confidence and foster intellectual growth. These seminars not only provided a platform for students to showcase their knowledge but also encouraged critical thinking and public speaking skills. The culmination of each semester followed the prescribed academic calendar, with formal internal examinations administered by all departments. These examinations assessed students' comprehensive understanding of the concepts and courses covered throughout the

semester, ensuring a robust evaluation process aligned with academic standards. Overall, the institution's approach to academic scheduling and evaluation for the 2022-2023 session prioritized continuous learning, practical application, and comprehensive assessment to nurture well-rounded individuals equipped for success in their chosen fields.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://acollege.in/new/download/2022-2023/?wpdmdl=3627&refresh=65fbe2112738e1711006225

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 **A. All of the above**

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

1.2 - Academic Flexibility

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

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

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)

1

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)	View File

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

39

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

39

File Description	Documents
Any additional information	View File
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

Our institution, affiliated with the University of North Bengal, follows the university's curriculum for undergraduate programs,

including Honours and Programme subjects. This curriculum integrates Professional Ethics, Gender, Human Values, Environment, and Sustainability across various disciplines such as Language, Commerce, Economics, Mathematics, Science, Humanities, and Transdisciplinary subjects. Additionally, students are required to take a mandatory course on Environmental Studies in their first year. Faculty members prioritize teaching these themes in a local context, fostering students' responsibility, adaptability, and commitment to addressing global and local issues. This approach aims to cultivate better human beings who are mindful of basic human values and contribute positively to society.

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

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

8

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

1016

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

1038

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The students of Ananda Chandra College came from different socio-economic backgrounds. As such, many of them lacked the right approach to cope with higher studies. Thus, all departments sincerely assessed the learning levels of the students taking the above parameters in consideration and groom the students to enhance their capacity building. After few initial lectures, the mentors were able to identify the slow-learners and advanced-learners in the batch. While categorizing them into these categories, their marks in higher secondary and earlier semesters were also considered. Emphasis was also put on their performances in continuing evaluation. Respective departments decided upon the cut-off marks for identifying the slow learners.

Extra efforts given to slow learners were as follows:

1. Identification of weak areas and special doubt-clearing classes;
2. Motivational sessions;
3. Interactive sessions on a regular basis through quiz sessions, teaching-learning by role-play, etc.

4. Monitoring attendance of slow-learners.

Those students having exceptional ability to learn beyond their same-age peers were identified as advanced learners. They were encouraged to do the followings:

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

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
5524	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

The regularization of offline classes after Covid pandemic gave an impetus to the Departments to use various methodologies for enhancing learning experiences of the students. These include among others:

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

2. Besides academics, the students were encouraged for involvement in social activities as part of experiential and participative learning, such as, tree plantation and preservation drive, health and blood donation camps, clean campus drives, youth parliament competitions, local crafts fair, visit to the Medicinal plant Garden and rainwater harvesting plant of the college, etc.

3. The students were given hands on training on laboratory experiments as part of experiential learning. Besides, these also included showing videos, online lectures, screening of films, field visits, exhibitions and quiz on theory topics etc.

4. Many departments like Botany, Economics, History, Physiology etc. published wall magazines on topics of public importance to enhance the participatory learning skills.

5. Computer labs of the College help students get accustomed for with modern ICT techniques.

6. 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

COVID-19 pandemic and the consequential lockdown period was definitely a setback for classroom teaching but it substantially encouraged the use of ICT enabled tools as an effective teaching-learning process. As such, re-commencement of offline classes saw increased use of ICT enabled tools for lecture purposes. Classes through power point presentations became the norm for most departments, in particular, Computer based laboratory departments like Computer Science, Economics, Geography, Mathematics, Physics and Zoology. Besides, learning experiences of students got enhanced through regular relevant video clippings, online lectures and screening of films etc. Teachers also used platforms like Google Meet, Google Classroom, Zoom, etc. as part of blended form of teaching-learning.

The College feels proud to have a Computer Centre as well as a 'Browsing Centre' in the Central Library. These immensely facilitated the students in their pursuit of higher studies. Every Department has a LCD Projector of their own as well as 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.

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://acollege.in/new/igac-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

33

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

755

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.

The college has implemented its continuous evaluation mechanism in accordance with University guidelines.

1 The students were made aware regarding internal assessment at the beginning of the session.

2. The assessment of a student was done on the basis of attendance, assignments, seminars, question-answer sessions and written examinations.

3. In order to maintain transparency and to cater to evaluation related grievances, the overall evaluation process got regulated by an Internal Examination Committee comprising of a coordinator and members.

4. Each student was provided with feedback by highlighting his/her

strength and weaknesses. The students who require

5. Remedial classes were provided to the needy students.

6. The college prospectus and the website provide an in depth insight 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 hold 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 ensures 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

There is a Grievance Cell to address any grievance related to the internal examination. Students can report their concerns regarding the transparency of the marking system, if any. It is the responsibility of the Cell to communicate the grievances 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. Opportunity to appear in re-test is given to the absentees or those with low marks. 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. Through such systematic planning and feedback

system, the College 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.

It is no overstating the fact that comprehension and application of program and course outcome is the basis of effective teaching-learning process. 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. 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://acollege.in/new/igac#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. An Academic Calendar was prepared by the College as per the academic calendar of the affiliating 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. Attainment of PO, PSO and CO was evaluated through Feedback from the Stakeholders.
6. Students' Progression to Higher Studies and their Placement was reviewed by the Academic Committee of the Institution.

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

627

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://acollege.in/new/download/2022-2023-2/?wpdmdl=3972&refresh=660179c1841901711372737>

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

27

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

23

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 19th January 2023 to 2nd March 2023. 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 Vidya mandir 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

8

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

617

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

10

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
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

10

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

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

Classrooms: There are around 38 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. Deptt of Mathematics and Physiology have been shifted to the newly constructed Science Building whereas the shifting of other science departments are in progress.

Central Computer Laboratory: There is a well-designed modern central computer laboratory with advanced audio-visual & multimedia 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 are

upgraded with advanced laboratory equipments and have given enough space to carry out practical classes effectively.

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

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://acollege.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

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

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

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://acollege.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)

0.70455

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 database of Central Library has been switched over from SOUL 2.0 to KOHA 22.11.03.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://acollege-opac.kohacloud.in/

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

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)

4.1728

File Description	Documents
Any additional information	View File
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)	View File

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

250

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. 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	View File

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)

35.20798

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://acollege.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

2220

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

87

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

375

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

375

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

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

70

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

23

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.

2

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 regularly organize and participates in many co-curricular and extracurricular activities throughout the year. Events like observance of Independence day, 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. took place in the college where both students and faculty actively participated. Moreover various cultural societies like Quiz Club, Drama Club, Film Club, Reading club are active in the college where students participate enthusiastically.

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

13

File Description	Documents
Report of the event	No File Uploaded
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 of 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 E. <1Lakhs (INR in Lakhs)

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 vision and mission of the institution, from its inception, has been to provide superior quality higher education and guidance to the socially economically marginalised students across North Bengal. In anticipation of the adoption of the National Education Policy 2020, the college prepared a roadmap for implementing the same. The shifting of the Science departments to the newly

constructed Science Block was initiated. Library purchases happened keeping in mind the new courses of the NEP.

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

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 2022-23 was headed by Principal Dr. Debashis Das and had as its secretary, Dr. Biswajit Roy. All the teachers were actively involved in several sub-committees of the college like the Academic, Examination, Admission, Cultural, Magazine, Tabulation, Routine Sub-committees. The Cultural Sub-Committee, convened by Dr. Chinmaykar Das, conducted all the important cultural programmes of the college, including the Foundation Day, Freshers and the Annual Socials Programme.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional plan is effectively deployed in a decentralized manner, through various statutory bodies and sub-committees. The strategic plan of the college reflected planning for a blended mode of teaching. This was tried out in the Bengali and English departments. Curriculum based planning was undertaken. In addition to these, add-on courses in Drama and Translation were approved by the Governing Body. These were value-added courses, meant to skill the students in professional settings.

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

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

The 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 Ministerial 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. Its work is further distributed amongst the following: Academic, Admission, Examination Centre, Cultural, Magazine, Routine, Games & Sports, and Tabulation Sub-committees. No appointments of teaching or non-teaching staff were made by the college, in the year 2022-23.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://acollege.in/new/about-college/organogram/
Upload any additional information	No File Uploaded

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

A. All of the above

Support Examination

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

As a part of the students' week, Ananda Chandra College organized free health check up programme on 06.01.2023. Dr. Madhurima Ray, Sadar Hospital, Jalpaiguri was present in the programme at Seminar Hall of the college. Dr. Ray visited 40 patients consisting of students and staffs of the college.

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

7

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 2022-2023 to the Principal, in the proforma prescribed according to Career Advancement Scheme guidelines. A self-appraisal report from the Non-Teaching staff was also submitted to the Principal.

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 has built the newly constructed 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.

Repairs undertaken to maintain the infrastructure of the science departments.

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

1. The IQAC, in collaboration with other departments of the College, has organized some events, which brought the college community together and paved the way for more student participation, inside and outside the classrooms. These include-

i) A workshop for students (Ananda Mela) where they prepared stalls, decorated and presented and sold their hand- made artwork.

ii) Two Add-On Courses 'Drama in Practice' (jointly organised by English and Bengali Departments) and 'Translating Provincial North ' (by English Department) for skill development of students.

iii) Extension and outreach programmes (organised by Education Department)

2. The College entered into MoU with other colleges for faculty exchange programmes and collaborative research.

3. Various gender sensitization processes were undertaken through cultural programmes.

4. A fully featured, scalable library management system, KOHA has been introduced.

5. External Academic and Administrative audit has been done for 2022-23.

6. Consolidated Green and Energy Audits for 2021-22 and 2022-23 have been done.

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 2022 and the information duly preserved by the IQAC. The IQAC also conducts Student Satisfaction Survey with on roll students to review teaching -learning and evaluation process. The IQAC then shared the results of these feedback forms with the respective departments, who in turn held meetings with all concerned faculty members to review the teaching-learning processes. External Academic and Administrative audit has been done for 2022-23 to review the teaching-learning process of the college.

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)

C. Any 2 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	View File
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

Specific facilities provided for women in terms of:

CCTV Cameras on the campus, wearing ID cards by students in the campus, security staff.

Proper boundary wall with fencing is present.

The College has a three-storey Girls' Hostel and a Boys' Hostel.

The Girls Hostel is under Residential Superintendant who is a teacher of the College.

Anti ragging declaration is signed by all students at time of admission. Anti Ragging cell for complaints.

Counseling: Women Development Cell (WDC) and Internal Complaints Committee (ICC) for addressing problems and concerns of girls in the college.

Girls Common Rooms: Common Room provided exclusively for women students. Women's common has furniture for sitting, and table. There is a woman attendant designated for women's common room.

Celebration of Women's Day which included the staging of a play by the Drama Club, Ananda Chandra College, alongside recitation, singing, dancing and speeches delivered by students and faculty members. With an aim to sensitize the students, several dramatic pieces were written and enacted by the students which had a direct relevance to issues concerned with 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	Nil

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

D. Any 1 of the above

power efficient equipment

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

Solid waste is generated by routine activities carried out in the College that includes paper, plastics, glass, food, etc. The college is provided with dustbins at various spots for collecting the waste produced.

Safai workers from the college collect the waste from the dustbins and dispose them regularly.

The Solid Biodegradable waste generated in the hostels is used to make compost which is used in the Gardens in College and in the Girl's hostels.

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 D. Any 1 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:

B. Any 3 of the above

- 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

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
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-

D. Any 1 of the above

reading software, mechanized equipment

5. Provision for enquiry and information :

Human assistance, reader, scribe, soft copies
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 seeks to provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Commemorative days like International mother language, Rabindra Jayanti and festivals like Saraswati puja and Christmas are celebrated. These are done with the aim of promoting the ideas of unity and harmony amidst diversity in our society and in our country.

- The college has teaching and non teaching staff from different parts of the state, belonging to different communities. They work together unitedly reflecting unity in diversity.

- The Department of education, in collaboration with "Teesta Parer Vidyamandir" carried out an outreach programme, where students took classes for needy children.

- Through NSS and NCC, students receive practical training of working in and for the community. Activities like Tree Plantation, Blood Donation camp etc. are organized. They also gain an idea of the socioeconomic state of the areas surrounding the institution. The value of working towards the common good of the society is inculcated through various activities.

- The college offers Free/Half Free Studentship' on grounds of

merit and means.

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

Ananda Chandra College celebrates Republic Day and Independence Day with hoisting of National flag and singing of National Anthem. The teachers address the students about the importance of these days, highlighting the importance of Indian Constitution and the values, rights and duties as a citizen of our country. The NCC cadets take an active part in observance of the Independence Day and Republic Day. The College Organized the District Level Inter College Youth Parliament to make the students aware of the functioning of the parliament, and to help students consider public issues and form their opinion on them. Sensitization of students of the Institution to the constitutional obligations is done through curriculum as well. All students take a compulsory course on Environment Studies which gives them insight into environment acts, wildlife protection act, forest act, global environmental concerns etc.

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

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

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 strives to cultivate principles like Responsibility, Equality, Nationality, Gender Equity, Environmental consciousness, and Humanity through a diverse array of structured programs. These efforts are designed to teach these values and inspire students to integrate them into their everyday experiences. The following program were held throughout the year:

1. Independence day 2022 (15.08.22)
2. College Foundation Day (02.09.22)
3. Netaji Jayanti (23.01.23)
4. Republic Day 2022 (26.01.23)
5. International Mother language day (21.02.2023)
6. International Women's day (21. 03.2023)
7. Birth anniversary of Swami Vivekananda (12.01.2023)
8. Rabindra Jayanti (09.05.2023)

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.

1.Holistic Development of Students through Extra-curricular Activities

The objective of extracurricular activities is to offer opportunities for students to learn the values of teamwork, individual and group responsibility, competition, diversity, and a sense of culture and community. The college has a range of clubs, including the Drama Club, Film Club, Book Reading Club, and Eco Club, which foster communication, creativity, critical thinking, and environmental awareness among students. Active participation in sports activities promotes physical fitness and also instills values of teamwork, discipline, and sportsmanship,

2.Initiatives For Supporting and Encouraging Students

The Objectives include teaching, learning, and student enrollment using student friendly methods. It also involves integrating technology and online methods into education. The college employs a diverse range of teaching techniques to enhance student learning. In addition to utilizing visual aids like PowerPoint presentations, innovative methods such as outdoor classes, supplementary courses, and movie screenings are also integrated into the curriculum. The college Library maintains an active Facebook page to keep students informed about updates, notices, and available learning resources. The library underwent a restoring of old books to ensure their longevity and continued relevance for students and researchers.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

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

Ananda Chandra College, a centre of learning and culture in northern part of West Bengal has been showing distinctiveness in various fields.

Firstly, almost since inception of the institute faculty members

were involved in diligent research activities along with efficient teaching.

Secondly, the institution witnessed different cultural activities as the culmination of combined efforts of the students, teachers and non - teaching staff of the college.

Thirdly, in the arena of sports the students of this college have excelled too. Recently, in 2022 Priya Ghosh, a student of this college won gold and silver medals respectively in Yoga World Cup and International Yoga Championship held in Nepal.

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 has a clear plan for delivering the curriculum provided by the University of North Bengal, following the Choice Based Credit System (CBCS). They collaborate with departments to create an Academic Calendar and distribute syllabus and course components among faculty based on their expertise. Faculty employ various teaching methods such as lectures, question banks, PowerPoint presentations, and hands-on activities to focus on Outcome Based Education. Additionally, they utilize model-based learning, group discussions, seminars, and excursions to enhance skill development. Regular interaction between teachers and students ensures effective course delivery, with special attention given to students who need additional support or challenge. The college is also fostering collaborations with other institutions through memorandums of understanding and implementing faculty exchange programs to enrich curriculum delivery.

File Description	Documents
Upload relevant supporting document	No File Uploaded
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 institution crafted its academic calendar for the 2022-2023 session, following with the guidelines set forth by the University of North Bengal while adjusting them to suit the institution's specific requirements. This calendar served as the basis for organizing all academic, co-curricular, and evaluative activities for the year. Embracing the semester system, the institution recognized the need for continuous assessment due to the shortened time frame between classes and examinations. To facilitate continuous evaluation, faculty members employed a variety of traditional methods such as

question-answer sessions, classroom brainstorming, group discussions, project works, and practical exercises. Some departments supplemented these with periodic practice tests, both oral and written, to gauge students' progress. Additionally, field and industry visits were incorporated into the curriculum to provide real-world exposure and evaluation opportunities. Furthermore, student seminars were conducted across departments to inculcate self-confidence and foster intellectual growth. These seminars not only provided a platform for students to showcase their knowledge but also encouraged critical thinking and public speaking skills. The culmination of each semester followed the prescribed academic calendar, with formal internal examinations administered by all departments. These examinations assessed students' comprehensive understanding of the concepts and courses covered throughout the semester, ensuring a robust evaluation process aligned with academic standards. Overall, the institution's approach to academic scheduling and evaluation for the 2022-2023 session prioritized continuous learning, practical application, and comprehensive assessment to nurture well-rounded individuals equipped for success in their chosen fields.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://acollege.in/new/download/2022-2023/?wpdmdl=3627&refresh=65fbe2112738e1711006225

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

A. All of the above

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

1.2 - Academic Flexibility

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

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

21

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)

1

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)	View File

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

39

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

39

File Description	Documents
Any additional information	View File
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

Our institution, affiliated with the University of North Bengal, follows the university's curriculum for undergraduate programs, including Honours and Programme subjects. This curriculum integrates Professional Ethics, Gender, Human Values, Environment, and Sustainability across various disciplines such as Language, Commerce, Economics, Mathematics, Science, Humanities, and Transdisciplinary subjects. Additionally, students are required to take a mandatory course on Environmental Studies in their first year. Faculty members prioritize teaching these themes in a local context, fostering students' responsibility, adaptability, and commitment to addressing global and local issues. This approach aims to cultivate better human beings who are mindful of basic human values and contribute positively to society.

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

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

8

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

1016

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

1038

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The students of Ananda Chandra College came from different socio-economic backgrounds. As such, many of them lacked the right approach to cope with higher studies. Thus, all departments sincerely assessed the learning levels of the students taking the above parameters in consideration and groom the students to enhance their capacity building. After few initial lectures, the mentors were able to identify the slow-learners and advanced-learners in the batch. While categorizing them into these categories, their marks in higher secondary and earlier semesters were also considered. Emphasis was also put on their performances in continuing evaluation. Respective departments decided upon the cut-off marks for identifying the slow learners.

Extra efforts given to slow learners were as follows:

1. Identification of weak areas and special doubt-clearing classes;
2. Motivational sessions;
3. Interactive sessions on a regular basis through quiz sessions, teaching-learning by role-play, etc.
4. Monitoring attendance of slow-learners.

Those students having exceptional ability to learn beyond their same-age peers were identified as advanced learners. They were encouraged to do the followings:

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

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
5524	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

The regularization of offline classes after Covid pandemic gave an impetus to the Departments to use various methodologies for enhancing learning experiences of the students. These include among others:

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

2. Besides academics, the students were encouraged for involvement in social activities as part of experiential and participative learning, such as, tree plantation and preservation drive, health and blood donation camps, clean campus drives, youth parliament competitions, local crafts fair, visit to the Medicinal plant Garden and rainwater harvesting plant of the college, etc.

3. The students were given hands on training on laboratory experiments as part of experiential learning. Besides, these also included showing videos, online lectures, screening of films, field visits, exhibitions and quiz on theory topics etc.

4. Many departments like Botany, Economics, History, Physiology etc. published wall magazines on topics of public importance to enhance the participatory learning skills.

5. Computer labs of the College help students get accustomed for with modern ICT techniques.

6. 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

COVID-19 pandemic and the consequential lockdown period was definitely a setback for classroom teaching but it substantially encouraged the use of ICT enabled tools as an effective teaching-learning process. As such, re-commencement of offline classes saw increased use of ICT enabled tools for lecture purposes. Classes through power point presentations became the norm for most departments, in particular, Computer based laboratory departments like Computer Science, Economics, Geography, Mathematics, Physics and Zoology. Besides, learning experiences of students got enhanced through regular relevant video clippings, online lectures and screening of films etc. Teachers also used platforms like Google Meet, Google Classroom, Zoom, etc. as part of blended form of teaching-learning.

The College feels proud to have a Computer Centre as well as a 'Browsing Centre' in the Central Library. These immensely facilitated the students in their pursuit of higher studies. Every Department has a LCD Projector of their own as well as 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.

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://acollege.in/new/igac-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**

33

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

755

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.

The college has implemented its continuous evaluation mechanism in accordance with University guidelines.

1 The students were made aware regarding internal assessment at the beginning of the session.

2. The assessment of a student was done on the basis of attendance, assignments, seminars, question-answer sessions and written examinations.

3. In order to maintain transparency and to cater to evaluation related grievances, the overall evaluation process got regulated by an Internal Examination Committee comprising of a coordinator and members.

4. Each student was provided with feedback by highlighting his/her strength and weaknesses. The students who require

5. Remedial classes were provided to the needy students.

6. The college prospectus and the website provide an in depth insight 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 hold 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 ensures 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

There is a Grievance Cell to address any grievance related to the internal examination. Students can report their concerns regarding the transparency of the marking system, if any. It is the responsibility of the Cell to communicate the grievances 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. Opportunity to appear in re-test is given to the absentees or those with low marks. 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. Through such systematic planning and feedback

system, the College 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.

It is no overstating the fact that comprehension and application of program and course outcome is the basis of effective teaching-learning process. 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. 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://acollege.in/new/igac#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. An Academic Calendar was prepared by the College as per the academic calendar of the affiliating 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. Attainment of PO, PSO and CO was evaluated through Feedback from the Stakeholders.
6. Students' Progression to Higher Studies and their Placement was reviewed by the Academic Committee of the Institution.

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

627

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://acollege.in/new/download/2022-2023-2/?wpdmdl=3972&refres h=660179c1841901711372737>

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

27

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

23

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 19th January 2023 to 2nd March 2023. 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 Vidya mandir 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

8

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

617

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

10

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
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

10

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

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

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

Classrooms: There are around 38 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. Deptt of Mathematics and Physiology have been shifted to the newly constructed Science Building whereas the shifting of other science departments are in progress.

Central Computer Laboratory: There is a well-designed modern central computer laboratory with advanced audio-visual & multimedia 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 are upgraded with advanced laboratory equipments and have given enough space to carry out practical classes effectively.

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

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://acollege.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

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

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

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://acollege.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)

0.70455

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 database of Central Library has been switched over from SOUL 2.0 to KOHA 22.11.03.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://acollege-opac.kohacloud.in/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-

D. Any 1 of the above

books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)**

4.1728

File Description	Documents
Any additional information	View File
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)	View File

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**

250

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. 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	View File

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)

35.20798

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://acollege.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

2220

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

87

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

375

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

375

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

70

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

23

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.

2

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 regularly organize and participates in many co-curricular and extracurricular activities throughout the year. Events like observance of Independence day, 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. took place in the college where both students and faculty actively participated. Moreover various cultural societies like Quiz Club, Drama Club, Film Club, Reading club are active in the college where students participate enthusiastically.

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

13

File Description	Documents
Report of the event	No File Uploaded
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 of 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 vision and mission of the institution, from its inception, has been to provide superior quality higher education and guidance to the socially economically marginalised students across North Bengal. In anticipation of the adoption of the National Education Policy 2020, the college prepared a roadmap for implementing the same. The shifting of the Science departments to the newly constructed Science Block was initiated. Library purchases happened keeping in mind the new courses of the NEP.

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

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 2022-23 was headed by

Principal Dr. Debashis Das and had as its secretary, Dr. Biswajit Roy. All the teachers were actively involved in several sub-committees of the college like the Academic, Examination, Admission, Cultural, Magazine, Tabulation, Routine Sub-committees. The Cultural Sub-Committee, convened by Dr. Chinmaykar Das, conducted all the important cultural programmes of the college, including the Foundation Day, Freshers and the Annual Socials Programme.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional plan is effectively deployed in a decentralized manner, through various statutory bodies and sub-committees. The strategic plan of the college reflected planning for a blended mode of teaching. This was tried out in the Bengali and English departments. Curriculum based planning was undertaken. In addition to these, add-on courses in Drama and Translation were approved by the Governing Body. These were value-added courses, meant to skill the students in professional settings.

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

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

The 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 Ministerial 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. Its work is further distributed amongst the following: Academic, Admission, Examination Centre, Cultural, Magazine, Routine, Games & Sports, and Tabulation Sub-committees. No appointments of teaching or non-teaching staff were made by the college, in the year 2022-23.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://acollege.in/new/about-college/organogram/
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	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

As a part of the students' week, Ananda Chandra College organized free health check up programme on 06.01.2023. Dr. Madhurima Ray, Sadar Hospital, Jalpaiguri was present in the programme at Seminar Hall of the college. Dr. Ray visited 40 patients consisting of students and staffs of the college.

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

7

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 2022-2023 to the Principal, in the proforma prescribed according to Career Advancement Scheme guidelines. A self-

appraisal report from the Non-Teaching staff was also submitted to the Principal.

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 has built the newly constructed 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.

Repairs undertaken to maintain the infrastructure of the science departments.

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

1. The IQAC, in collaboration with other departments of the College, has organized some events, which brought the college community together and paved the way for more student participation, inside and outside the classrooms. These include-

i) A workshop for students (Ananda Mela) where they prepared stalls, decorated and presented and sold their hand- made artwork.

ii) Two Add-On Courses 'Drama in Practice' (jointly organised by English and Bengali Departments) and 'Translating Provincial North ' (by English Department) for skill development of students.

iii) Extension and outreach programmes (organised by Education Department)

2. The College entered into MoU with other colleges for faculty exchange programmes and collaborative research.

3. Various gender sensitization processes were undertaken through cultural programmes.

4. A fully featured, scalable library management system, KOHA has been introduced.

5. External Academic and Administrative audit has been done for 2022-23.

6. Consolidated Green and Energy Audits for 2021-22 and 2022-23 have been done.

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 2022 and the information duly preserved by the IQAC. The IQAC also conducts Student Satisfaction Survey with on roll students to review teaching -learning and evaluation process. The IQAC then shared the results of these feedback forms with the respective departments, who in turn held meetings with all concerned faculty members to review the teaching-learning processes. External Academic and Administrative audit has been done for 2022-23 to review the teaching-learning process of the college.

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)

C. Any 2 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	View File
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

Specific facilities provided for women in terms of:

CCTV Cameras on the campus, wearing ID cards by students in the campus, security staff.

Proper boundary wall with fencing is present.

The College has a three-storey Girls' Hostel and a Boys' Hostel.

The Girls Hostel is under Residential Superintendant who is a teacher of the College.

Anti ragging declaration is signed by all students at time of admission. Anti Ragging cell for complaints.

Counseling: Women Development Cell (WDC) and Internal Complaints Committee (ICC) for addressing problems and concerns of girls in the college.

Girls Common Rooms: Common Room provided exclusively for women students. Women's common has furniture for sitting, and table. There is a woman attendant designated for women's common room.

Celebration of Women's Day which included the staging of a play by the Drama Club, Ananda Chandra College, alongside recitation, singing, dancing and speeches delivered by students and faculty members. With an aim to sensitize the students, several dramatic pieces were written and enacted by the students which had a direct relevance to issues concerned with 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	Nil

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

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

Solid waste is generated by routine activities carried out in the College that includes paper, plastics, glass, food, etc. The college is provided with dustbins at various spots for collecting the waste produced.

Safai workers from the college collect the waste from the dustbins and dispose them regularly.

The Solid Biodegradable waste generated in the hostels is used to make compost which is used in the Gardens in College and in the Girl's hostels.

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

D. Any 1 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

C. Any 2 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	View File
Certification by the auditing agency	View File
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 seeks to provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Commemorative days like International mother language, Rabindra Jayanti and festivals like Saraswati puja and Christmas are celebrated. These are done with the aim of promoting the ideas of unity and harmony amidst diversity in our society and in our country.

- The college has teaching and non teaching staff from different parts of the state, belonging to different communities. They work together unitedly reflecting unity in diversity.
- The Department of education, in collaboration with "Teesta Parer Vidyamandir" carried out an outreach programme, where students took classes for needy children.
- Through NSS and NCC, students receive practical training of working in and for the community. Activities like Tree Plantation, Blood Donation camp etc. are organized. They also gain an idea of the socioeconomic state of the areas surrounding the institution. The value of working towards the common good of the society is inculcated through various activities.
- The college offers Free/Half Free Studentship' on grounds of merit and means.

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

Ananda Chandra College celebrates Republic Day and Independence Day with hoisting of National flag and singing of National Anthem. The teachers address the students about the importance

of these days, highlighting the importance of Indian Constitution and the values, rights and duties as a citizen of our country. The NCC cadets take an active part in observance of the Independence Day and Republic Day. The College Organized the District Level Inter College Youth Parliament to make the students aware of the functioning of the parliament, and to help students consider public issues and form their opinion on them. Sensitization of students of the Institution to the constitutional obligations is done through curriculum as well. All students take a compulsory course on Environment Studies which gives them insight into environment acts, wildlife protection act, forest act, global environmental concerns etc.

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

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 strives to cultivate principles like Responsibility, Equality, Nationality, Gender Equity, Environmental consciousness, and Humanity through a diverse array of structured programs. These efforts are designed to teach these values and inspire students to integrate them into their everyday experiences. The following program were held throughout the year:

1. Independence day 2022 (15.08.22)
2. College Foundation Day (02.09.22)
3. Netaji Jayanti (23.01.23)
4. Republic Day 2022 (26.01.23)
5. International Mother language day (21.02.2023)
6. International Women's day (21. 03.2023)
7. Birth anniversary of Swami Vivekananda (12.01.2023)
8. Rabindra Jayanti (09.05.2023)

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.

1.Holistic Development of Students through Extra-curricular Activities

The objective of extracurricular activities is to offer opportunities for students to learn the values of teamwork, individual and group responsibility, competition, diversity, and a sense of culture and community. The college has a range of clubs, including the Drama Club, Film Club, Book Reading Club, and Eco Club, which foster communication, creativity, critical thinking, and environmental awareness among students. Active participation in sports activities promotes physical fitness

and also instills values of teamwork, discipline, and sportsmanship,

2. Initiatives For Supporting and Encouraging Students

The Objectives include teaching, learning, and student enrollment using student friendly methods. It also involves integrating technology and online methods into education. The college employs a diverse range of teaching techniques to enhance student learning. In addition to utilizing visual aids like PowerPoint presentations, innovative methods such as outdoor classes, supplementary courses, and movie screenings are also integrated into the curriculum. The college Library maintains an active Facebook page to keep students informed about updates, notices, and available learning resources. The library underwent a restoring of old books to ensure their longevity and continued relevance for students and researchers.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

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

Ananda Chandra College, a centre of learning and culture in northern part of West Bengal has been showing distinctiveness in various fields.

Firstly, almost since inception of the institute faculty members were involved in diligent research activities along with efficient teaching.

Secondly, the institution witnessed different cultural activities as the culmination of combined efforts of the students, teachers and non - teaching staff of the college.

Thirdly, in the arena of sports the students of this college have excelled too. Recently, in 2022 Priya Ghosh, a student of this college won gold and silver medals respectively in Yoga World Cup and International Yoga Championship held in Nepal.

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

1. Submission of pending AQARs

2. Submission of IIQA, preparation for submission of SSRs, and preparation for NAAC accreditation

3. Institutional preparation for implementation of NEP (FYUGP) from the academic year 2023-2024.

4. Purchase of books and journals as per the syllabus for FYUGP prepared by the University of North Bengal.

5. Signing up MoUs with other colleges.

6. Arranging for faculty exchange programmes with colleges already tied up with MoU.

7. Bringing out a publication of selected translations by Students attending the Add-on Course 'Translating Provincial North'.

8. Making the Alumni Association more active and functional.

9. Encouraging different departments to conduct outreach programmes.

10. Encouraging Women Cell to conduct more gender-centric programmes.

11. Encouraging Central Library to conduct Library Orientation Programme for students.

12. Conducting Science Fairs and Seminars in collaboration with other colleges and organizations.

13. Conducting more career counselling programmes.

14. Upgrading of the existing college website.