



YEARLY STATUS REPORT - 2023-2024

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.		
• 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	UNIVERSITY OF NORTH BENGAL				
• Name of the IQAC Coordinator	DR. PARAMITA DASGUPTA				
• Phone No.					
• Alternate phone No.					
• Mobile	9433106454				
• IQAC e-mail address	accjaliqac@gmail.com				
• Alternate e-mail address	drparamitadasgupta@gmail.com				
3. Website address (Web link of the AQAR (Previous Academic Year))	https://acollege.in/new/download/aqar-2022-23-approved/?wpdmdl=5572&refresh=6734c09079ae71731510416				
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/2023-2024/?wpdmdl=5748&refresh=6734c091796731731510417				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	81.55	2004	16/09/2004	15/09/2009
Cycle 2	B++	2.88	2016	05/11/2016	04/11/2021
6. Date of Establishment of IQAC	01/01/2014				
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
nil	nil	nil	nil	nil	
8. Whether composition of IQAC as per latest NAAC guidelines	Yes				
• Upload latest notification of formation of IQAC	View File				

9.No. of IQAC meetings held during the year	5	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> 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	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
Submission of all AQARs pending since 2016-17 to 2021-22 and submission of AQAR for 2022-23		
Initiation of A&A Process and submission of SSR		
Organizing seminars and workshops either singularly or in collaboration with Govt. organisations and various academic bodies		
Organising sports events at the state level		
Signing MoUs with various Academic Institutions for Faculty and student exchange programmes.		
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
Submission of pending AQARs	All pending AQARs from 2016-17 to 2021-22 have been submitted.
Initiation of A&A Process	IIQA was submitted in April, 2024 and subsequently SSR was submitted in May, 2024.
Conducting Library orientation programme for students	Library orientation for students was held during 03-07 October, 2023
Organising seminars, workshops and skill development programmes as well as sports events for overall quality enhancement	A number of seminars, workshops and skill development programmes and sports events were conducted throughout the year either singularly or in collaboration with Govt organisations and other academic bodies
Introducing new courses	In this year, an add-on course titled "Translating provincial North" was conducted. Initiatives have been taken to introduce Masters Programme in Physiology. Visit of the Inspection Team from the affiliating University has already been completed and the college is awaiting the approval from the University. Initiatives have been taken to introduce BCA course.
To apply for NIRF	Not applied for NIRF.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body, Ananda Chandra College	21/12/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	15/03/2024

15. Multidisciplinary / interdisciplinary

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-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, 'Translating Provincial North', was provided to the students of the institution, irrespective of their departmental affiliation by the Department of English in collaboration with IQAC, Ananda Chandra College. The course was jointly convened by Prof. Asima Sarker and Prof. Samik Dasgupta during July-August 2023.

16. Academic bank of credits (ABC):

The affiliated university of the college has circulated information in context of Academic Bank of Credits. The institution has also taken the necessary initiatives and notices informing the students about the same were posted at regular intervals during the academic year 2023-24.

17. Skill development:

Skill development has been practised in the institution as a part of the curriculum. The existing CBCS and NEP curriculum, through the Skill Enhancement Course (SEC) 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. The institution conducted some skill enhancement programmes throughout the year.

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, study materials are provided in many cases in Bengali, 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 development of linguistic consciousness as a necessary element of cultural consciousness. Every year, the Bengali Department observes 21st February as "Bhasha Dibas" as a part of the mentioned practice. Cultural and traditional festivals, like Saraswati Puja, Basanta Utsab, Rabindra Jayanti 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.

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 structure their teaching module based on the objective of the concerned paper and also on the basis of their choice of evaluation method. Depending on the course demands and students' grasping ability, viva-voce, 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 not only deliver lectures but also participate in evaluation of answer scripts.. So it can be said that the faculty are already exposed to the distance 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 Number of courses offered by the institution across all programs during the year	757
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	5050
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1619
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	1278
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	127
File Description	Documents
Data Template	View File
3.2	129

Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	47
4.2 Total expenditure excluding salary during the year (INR in lakhs)	92.05
4.3 Total number of computers on campus for academic purposes	77
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	
<p>The college has a clear plan for delivering the curriculum provided by the University of North Bengal, following the Choice Based Credit System (CBCS) and Four-year Undergraduate Programme (FYUGP). 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.</p>	

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 prepared its academic calendar for the academic session 2023-24, as per 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 2023-24 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/2023-2024/?wpdmdl=5748&refresh=67822f44bb5df1736585028

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	No File Uploaded

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

41

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	View File
Brochure or any other document relating to Add on /Certificate programs	View File
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

46

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

46

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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/Major and Programme subjects. This curriculum integrates Professional Ethics, Gender, Human Values, Environment, and Sustainability across various disciplines such as Language, Economics, Science and Humanities 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 address 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

19

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

2376

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the

B. Any 3 of the above

syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	
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)	View File
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	https://acollege.in/new/iqac-feedback/
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	
3610	
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	

876

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 and groom the students to enhance their capacity building. After few initial lectures, the mentors were able to identify the slowlearners 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
5050	127

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 departments 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, taking class for under-privileged children of nearby locality, clean campus drives, 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

The departments enabled tools for effective teaching-learning. Classes through power point presentations became the norm for most departments, in particular, Computer based laboratory departments like Computer Science, 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. Most of the Departments have 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

127

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
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

127

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

39

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

1108

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.

5. Extra 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.

7. 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 (both CBCS and FYUGP) 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/iqac/#pgPout
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. Departments 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

555

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/2023-2024-5/?wpdmdl=6318&refresh=679b50e665e381738232038>

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)	View File

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)	View File
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

8

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

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

39

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

33

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

The Departments of Bengali, Education, Botany and Mathematics organized various outreach programmes during 2023-24.

Two dedicated students from Bengali Department took part in a meaningful outreach programme at Teesta Parer Vidyamandir, a free primary school located in the remote area of Teesta spar since 2023.

To ensure that children of the poor slum regions get access to education, 38 students of 4th Semester Honours of Education Department, from 23rd February to 16th March 2024, conducted classes with the children of the above mentioned school. .

The Department of Botany, conducted two programmes to create positive impact by addressing environmental, medical and other issues faced by local people. In the first, 10 students of 6th

semester interacted with the students of Teesta Parer Vidyamandir, explaining the medicinal uses of some common household plants. The second, where 26 students of 2nd and 4th semester participated, was held at Pandapara Jr. Basic School, Sadar-East Circle to spread awareness about the usefulness of tree plantation.

Students of Dept. of Mathematics visited Korok Home, a govt. run Home for Juvenile Delinquents and orphans on 28th April 2024, to give a message of inclusivity by distributing copies and pens among the inmates.

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

0

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	No File Uploaded

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

11

File Description	Documents
Reports of the event organized	No File Uploaded
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

882

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

3.4 - 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

3

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

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

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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 47class rooms apart from the departmental rooms, seminar rooms, libraries and Science laboratories and computer laboratories for practical classes. Each classroom can accommodate about 40-90 students on an average. The big classrooms are well ventilated, with lots of sunlight, ideal for a crowded classroom. Few classrooms has audio facilities. Deptt of Physics and Chemistry have been shifted to the newly constructed Science Building whereas the shifting of other science departments are in progress. Most of the classrooms and the Central Library has wi-fi connections.

Central Computer Laboratory: There is a well-designed modern central computer laboratory with 12 computers.

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

Laboratories: There are laboratories for the following 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.

All the Departments have been provided with computers & internet connections. Most of the departments have LCD projectors for effective curriculum delivery.

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.

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 programmes are organized by the NCC 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)

12.19

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 Central library has been automated and the database of Central Library has been switched over from SOUL 2.0 to KOHA 22.11.03 in 2023

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

D. Any 1 of the above

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)**

0.52

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

50

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

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 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

77

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)

58.49

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

3066

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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

58

File Description	Documents
Upload any additional information	View File
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	D. 1 of the above
File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
406	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
406	
File Description	Documents
Any additional information	View File
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	View File
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

111

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

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

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

27

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

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

7

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	View File
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 obserco-curricular and extracurricular activities throughout the year. Events like observance of Independence day, college foundation day, observance of students' week, Swami Vivekananda's birthday, Netaji's birthday, Republic day, Saraswati puja, International Women's day, etc. and Annual cultural programme 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, Eco club and Electoral Literacy club are active in the college where students participate enthusiastically. The college facilitates students' representation in various statutory committees like Anti-ragging Committee and ICC. Students' representation is also ensured in Internal Quality Assurance Cell.

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

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

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

15

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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

Ananda Chandra College is one of the oldest and most esteemed institutions of North Bengal, offering 20 undergraduate courses and one postgraduate course to nearly 5000 students across the district of Jalpaiguri and adjacent areas. The college has two multi-storied buildings with many classrooms for theoretical and practical classes and two hostels covering 30,000 sq. ft., separately for boys and

girls. In order to ensure security of the students on campus, a proposal for funds to renovate the boundary wall (backside) and the fencing on the front-side, has been submitted to the Siliguri Jalpaiguri Development Authority, Government of West Bengal. To ensure a green campus and cut down on carbon emissions, a prayer for funds to install solar panels has been submitted to the Directorate of Public Instruction, Government of West Bengal.

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

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

The college administration was decentralized through the active participation of the Teachers' Council and non-teaching staff. The Teachers' Council for the year 2023-2024 was headed by Principal Dr. Debashis Das and had as its secretary, Sri Chiranjit Kole. All the teachers were actively involved in several sub-committees of the college like the Academic, Examination Centre, Admission, Cultural, Magazine, Routine and Research Sub-committees. The Admission Sub-committee and Examination Sub-committee meticulously conducted the admission process and semester examinations respectively for newly adopted FYUGP 2023-24 batch, along with the admission and examinations for two batches of CBCS students.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional plan is effectively deployed in a decentralized manner, through various statutory bodies and sub-committees. The strategic plan of the college reflected steps to be taken for the FYUGP 2023-24, based on the principles enshrined NEP 2020. This included doing away with separate class hours for Morning and Day section, and the running of additional courses, as per the

curriculum of FYUGP 2023-24. The fund allocations for upgrading the library, laboratory and classrooms was increased substantially. New subjects were offered as part of the curriculum, like NCC as an elective subject (with due permission from the University of North Bengal). Research work was encouraged through conducting a two days national seminar on the art of research report writing. In order to impart basic IT skills to students, a proposal was considered to setup a consider training centre, through an MoU with WEBEL. It was decided to start a health centre training programme for students, by striking an MoU with MediSkills. Student-centred activities by the Eco Club, Drama Club, Quiz Club and Book Reading Club were encouraged.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
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 administrative structure is organically conceived with the Principal mediating with the different stakeholders. All decisions taken in the GB, are implemented through the Principal, with the help of other statutory and non-statutory bodies. It is imperative for the college staff to abide by The West Bengal College Teachers (Security of Service) Act 1975, which is also recorded in the Statutes of University of North Bengal.

All academic decisions go to the GB for approval. Different subcommittees formed under TC discuss and recommend various issues of quality enhancement which go to IQAC and GB for final approval.

The Principal's office comprises of Head Clerk Accountant, Cashier, Lower Division Clerks, Peons and Guards.

Recruitment of teachers & Principals are monitored by WBCSC and implemented through the GB. Appointment of non-teaching staff is done in compliance with government rules. The casual staff are recruited by the GB following norms framed by the college authority.

The promotion of teachers is implemented through IQAC which guides the incumbents in preparing their PBAS following screening by a committee. Promotion of non-teaching staff is done through the Selection Committee formed by the GB which is ratified by the GB and approved by the DPI (HEI), WB.

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	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Any educational institution functions even better when it promotes the welfare of its people, over and above the visions of an education policy. To achieve the goal of a healthy mind in a healthy body, the National Social Service unit of the College organised Health check-up Camps for the Teaching and Non-teaching Staff. Trees all over the campus are planted by Eco club and NSS, to improve the environment of the campus. Puja Advance are given exgratia to the casual staff of the College. Along with this, the Ananda Chandra College Cooperative Credit Society provides financial help to all

staff members, in substantive posts.

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

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

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

0

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

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

1

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)	View File

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

11

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

Self-appraisal by the teachers was submitted 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. The self-appraisal proformas are made readily available on the IQAC webpage of the college website.

File Description	Documents
Paste link for additional information	https://acollege.in/new/wp-content/uploads/2024/05/FORMAT-OF-TEACHERS-PERFORMANCE-APPRAISAL-1.docx
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.

The college is in the process of conducting the Internal Audit for the year 2023-2024.

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)	View File

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 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.

1. 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

The IQAC, in collaboration with other departments of the College,

has organized a plethora of events, which brought the college community together and paved the way for more student participation, inside and outside the classrooms. These include-

- Programme organised by Women Cell and ICC:

1. 'PINK MONDAY'- Breast cancer awareness workshop on 16.10.2023
2. Student sensitization Programme 12.03.2024

- Programme organised by NSS

1. Free Health check-up camp on 09.03.2024
2. Awareness programme on thalassemia and HIV (AIDS)

- Programme organised by the Central Library-

Art of Research Report Writing on 11/8/2023-12/8/2023

- Holding of Add-on course titled " Translating Provincial North"
- Conducting various workshops/seminars singularly or in collaboration with various Government and academic bodies
- Conducting sports events at University and State levels
- Conducting feedback on ongoing batch and taking student satisfaction survey from on-roll students
- Initiation of A&A process of NAAC and submitting the SSR

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 2024 and the information duly preserved by the IQAC. The IQAC then shared the results of these anonymous feedback forms with the respective departments, who in turn held meetings with all concerned faculty members to review the teaching-learning processes.

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	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

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.

There are separate washrooms for boys and girls.

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

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

Separate Common rooms for Girls and Boys Students: Common Room with separate washroom facilities are provided exclusively for women students. There is a woman attendant designated for women's common room. Both the common rooms are equipped with furniture.

To ensure a ragging free campus, the college mandates all students to sign an anti-ragging declaration at the time of admission and establishing an Anti-Ragging Cell to address complaints promptly. Additionally, the presence of a Women's Cell and an Internal Complaints Committee (ICC) provides female students avenues to seek guidance, support, and redressal for any grievances or concerns they may have.

Sensitization Programmes and programmes on women issues which were held during 2023-24:

1. Breast Cancer Awareness Programme on October, 16, 2023.
2. Sensitization Programme by ICC on 12.03.2024 as a part of Celebration of Women's Day
3. Awareness Programme on Human Trafficking on May 22, 2024

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://acollege.in/new/download/hostel_iga_c/?wpdmdl=3502&refresh=65d5ac6915f591708502121

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	D. Any 1 of the above
File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded
<p>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</p>	
<p>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</p>	
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**

A. Any 4 or All 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 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

D. Any 1 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment

C. Any 2 of the above

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

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 provide an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Commemorative days like International Mother Language Day, 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 by Eco Club , 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 Electoral Literacy Club celebrated National Voters' Day and organized a lecture to make the students aware of the functioning of the parliament, and to help students consider public issues and form their opinion. 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

D. Any 1 of the above

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 2023 (15.08.23)
2. College Foundation Day (02.09.23)
3. Birth anniversary of Swami Vivekananda (12.01.2024)
4. Netaji Jayanti (23.01.2024)
5. national Voters Day (25.01.2024)
6. Republic Day (26.01.2024)
7. International Mother language day (21.02.2024)
8. International Women's day (celebrated on 12. 03.2024)
9. Rabindra Jayanti (08.05.2024),
10. World environment day (celebrated on 03.06.2024),
11. World Yoga Day (21.06.2023))

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.

Best Practice 1:

Library automation and ensuring effective use of library's resources including digital resources

The library has been automated since 2012, first with SOUL software and then with Koha Library Management Software. Document searching facility through Web OPAC is available. Since 2017, it has subscribed to N-LIST alongwith printed journals, magazines and newspapers to support students preparing for various competitive examinations. A separate library webpage which offers various digital services and facilities, such as access to previous years' question papers, syllabi, library and N-LIST memberships, Ask librarian, and hyperlinks to numerous useful websites.

Shortage of staff with technical knowledge is the problem faced by the college.

Best Practice 2:

Collaborative Efforts for various programmes

The college believes that apart from classroom learning, the students also require additional opportunities from qualified individuals and experts from various fields for their holistic development.

The College has actively collaborated with various institutions and organizations to create meaningful learning experiences and sports events for its students. Various seminars, workshops and sports meets were organised by the college during 2023-24 in collaboration with various government organisations and other academic bodies.

However, These programmes are constantly constrained by lack of funding.

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

With the aim of promoting active research activities among faculty members (which happens to be the foremost priority of the institution), a Research and Development Cell was constituted in 2023. All forms of assistance, by way of facilitating leave or other allowances to faculty members for presenting papers or attending seminars as plenary speakers, are monitored by this committee.

In 2023-24 and 2024-25, six faculty members (Jui Debnath, Abira Sengupta, Subal Ch. Barman, Ershad Ali, Krishnendu Majhi, Bhajan Basak) have been awarded PhD, while 3 others (Kanishka Sarkar, Ripon Ghosh, Narayan Choudhury,) have submitted their thesis and are awaiting their degrees.

Six Associate professors (Dr. Diganta Chakraborty of History, Dr. Tapan Ghosh of Economics, Dr. Indrajit Ghosh of Computer Science, Dr. Gour Sundar Ghosh of Education, Dr Bipul Chandra Sarkar of Geography and Dr. Bikramjit Roychoudhury of Physiology) are engaged in doctoral supervision.

Prof. Krishnendu Majhi of Botany Dept, was selected as the best paper presenter in the Regional Science Congress held in Jan 2024.

As many as 39 journal publications and 33 publications of books and chapters in edited books are credited to faculty members of both Humanities and Science Departments.

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

- Monitoring the preparation of the college office and each academic department (through profile presentation) to face the NAAC Peer Team visit.
- Relocation and upgradation of the Zoology Museum
- Setting up of the Centre for North Bengal Studies
- Upgradation of the existing computers in the Computer Lab
- Increasing the number of and upgradation of Smart Classes
- Conducting seminars and workshops in collaboration with other academic organizations
- Holding Gender Sensitization programmes at frequent intervals
- Encouraging cultural activities among students through observance and celebration of days of national and cultural importance
- Signing MoUs with other academic institutions for collaborative research and other academic activities.
- Holding seminars or special lectures on Indian Knowledge System.