YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution   Jangipur College

- Name of the Head of the institution   Dr. Naba Kumar Ghosh

- Designation   Teacher-in-Charge

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   7980110857

- Mobile No: 9474462874

- Registered e-mail   jangipurcollege@yahoo.com

- Alternate e-mail   naba1968@gmail.com

- Address   Jangipur College, P.O.- Jangipur, Dist.- Murshidabad, West Bengal, Pin.- 742213

- City/Town   Jangipur

- State/UT   West Bengal

- Pin Code   742213

2.Institutional status

- Affiliated / Constitution Colleges   Affiliated

- Type of Institution   Co-education

- Location   Rural

- Financial Status   **Grants-in aid**

- Name of the Affiliating University   **University of Kalyani**

- Name of the IQAC Coordinator   **Dr. Bikash Kumar Panda**

- Phone No.   **7980110857**

- Alternate phone No.   **9083458898**

- Mobile   **9474462874**

- IQAC e-mail address   **jangipurcollege1950iqac@gmail.com**

- Alternate e-mail address   **panda_bikas@rediffmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://www.jangipurcollege.in/working_folder/DOWNLOAD-D-AQAR2021.pdf

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://www.jangipurcollege.in/working_folder/ACADEMIC_CALENDAR_2021-22.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**76.00**	**2007**	**31/03/2007**	**29/02/2012**
Cycle 2	**B++**	**2.84**	**2016**	**02/12/2016**	**01/12/2021**

6.Date of Establishment of IQAC   **03/05/2013**

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
NSS	**NSS Activities**	**University of Kalyani**	**2021-2022**	**Rs. 45,000/-**

8.Whether composition of IQAC as per latest NAAC guidelines   **Yes**

- Upload latest notification of formation of IQAC

9.No. of IQAC meetings held during the year   03

- 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)

The following are the contributions made by the IQAC: 1.Students Academic Support: Effective online and offline classes using ICT and e-copies/ hard copies of handouts and supplementary study materials. 2.Webinars, Seminars and Extension Lectures: In order to diversify our endeavour towards imparting value-based education in the lockdown period, department of Political Science organized a national level webinar: "Rise of Nationalism within the Context of South Asia" on 29.07.21, the IQAC organized a State Level Webinar: "Are We Free? Exploitation of Women and Children for Centuries" on 27.09.21, Deptt. of English and Equal Opportunity Centre hosted a National Level Webinar: "The Predicament of Dalit Women: Contemporary Socio-political and Cultural Perspectives" on 04.10.21, IQAC and Women's Cell organized a National Level Webinar: "The Patriarchal Pandemic: Covid-19 and Domestic Violence on Women in India-A Social Anathema", the Deptt. of Botany organized a International Webinar: "Plant Responses to Abiotic Stress" on 09.10.21, Deptt. of English hosted a National Level Webinar: "Theatrons: Introducing the Theatres of Greece, Rome and India" on 30.10.21 and the Women's Cell organized a State Level Seminar: "Women Leadership and Global Politics" on 08.03.22. 3. The Deptt. of History in association with Sripat Singh College, Murshidabad hosted 2 workshops for the teaching staff on topics ranging from history of

women in India to globalization, democracy and nationalism in India based on CBCS syllabus. 4. IQAC organized an offline training programme on POSH, conducted by Mr. A. G. Maity, Advocate, Calcutta High Court on 20.04.22. 5.The Department of Sanskrit organized a 4-Days' Sanskrit Speaking Training Class (22.03.22-25.03.22). 6.The Department of Bengali organized a one-day's offline workshop: "Theatre in Education" in which Mr. Soumitra Basu, Sisir Kumar Bhaduri Chair Professor, Rabindra Bharati University, West Bengal was the compere. 7. Department of Bengali, Sanskrit and Political Science celebrated Ambedkar Birth Anniversary on 13.04.22. 8. IQAC's one-day's workshop entitled "Psychosocial Support for Covid Pandemic Condition" in collaboration with Mahatma Gandhi National Council of Rural Education was hosted on 07.07.21. 9.The NSS organized several events including a 7-Days' special camp involving multiple primary schools of the locality and also a Covid Vaccination Programme. Also a programme on International Women's Day was done encompassing the Chief Justice, Jangipur Sub-Divisional Court, the nurses of Jangipur Super Speciality Hospital and the lady police personnel of Raghunathganj Police Station etc. The NCC unit of the college undertook Puneet Sagar Abhiyan, and observed several commemorative days/events of national significance including International Yoga Day, World Environment Day, etc. 10. CAS of 4 teachers, MCAS of one and promotion of two non-teaching staff were accomplished.

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
Online & offline classes using ICT and e-copies/ hard copies of handouts and supplementary study materials.	Accomplished
Offline Theatre Workshop: Theatre in Education	Accomplished
4 Days' Offline Spoken Sanskrit Training Class	Accomplished
Celebration of Ambedkar's Birth Anniversary	Accomplished
CAS of 4 teachers, promotion of 2 non-teaching staff & MCAS of one non-teaching staff	Accomplished
Participation in NIRF 2021-2022	Accomplished
Completion of Classroom constructions on the 2nd floor of Kala Bhavan utilizing RUSA 2.0 fund	Accomplished
2 extension lectures by the Deptt. of English	Accomplished
National Level Webinar: Rise of Nationalism within the Context of South Asia	Accomplished
State Level Webinar: Are We Free? Exploitation of Women and Children for Centuries	Accomplished
National Level Webinar: The Predicament of Dalit Women: Contemporary Socio-political and Cultural Perspectives	Accomplished
International Level Webinar: Plant Response to Abiotic Stress	Accomplished
National Level Webinar: The Patriarchal Pandemic: Covid-19 and Domestic Violence on Women in India - A Social Anathema	Accomplished

National Level Webinar: Theatrons: Introducing the Theatres of Greece, Rome and India	**Accomplished**
NSS: In campus Covid Vaccination Programme and AIDS Awareness Programme by NSS	**Accomplished**
NCC: Puneet Sagar Abhiyan, World Environment Day and World Yoga Day	**Accomplished**
Deptt. of History organized 3 workshops to train teaching staff on topics related to CBCS, ranging from history of women in India to globalization, democracy & nationalism in India	**Accomplished**
IQAC organized an offline staff training programme on POSH	**Accomplished**
State Level Seminar: Women Leadership and Global Politics	**Accomplished**

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body of Jangipur College	**12/09/2023**

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	Jangipur College
• Name of the Head of the institution	Dr. Naba Kumar Ghosh
• Designation	Teacher-in-Charge
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International Level Webinar: Plant Response to Abiotic Stress	Accomplished
National Level Webinar: The Patriarchal Pandemic: Covid-19 and Domestic Violence on Women	Accomplished

in India - A Social Anathema	
National Level Webinar: Theatrons: Introducing the Theatres of Greece, Rome and India	Accomplished
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13.Whether the AQAR was placed before statutory body? | **Yes**

- Name of the statutory body

Name	Date of meeting(s)
Governing Body of Jangipur College	12/09/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	19/01/2023

15.Multidisciplinary / interdisciplinary

The institution is presently following the Choice Based Credit

System (CBCS) methodology in its carricula as endorsed by the affiliating university and the state government. And introduction or preparedness for NEP 2020 for affiliated institutions is literally not there as of now. Hence the offer of Mutidisciplinary/Interdisciplinary courses in our college are restricted to Ability Enhancement Compulsory Courses (AECC) which includes environmental education and project works and Language Core Courses (LCC) which inculcate value-added education.

16.Academic bank of credits (ABC):

The institution is yet to receive any guidelines from its affiliating university regarding Academic Bank of Credits.

17.Skill development:

Since the college is yet to take up NEP 2020 and is presently following the CBCS mode, only those Skill development courses are followed which feature in the CBCS curricula. The institution presently offers 15 Honours courses and 02 Programme Courses and all of these courses have specific syllabi on Skill Enhancement Courses (SEC) which are taken up to enhance the soft skills of the students. Also since this academic session is partially affected by the nation-wide Lockdown, the institution hardly had any scope of introducing training-based skill enhancement courses. However, value-based education was chiefly imparted through the Language Core Courses (LCC) which include literary texts which inculcate positivity and develop humanistic and ethical values. The institution also tried to instill values of truthfulness, conduct, peace and love through its outreach/extension activities like the 4 days' Sanskrit Speaking Training Class organized by the Deptt. of Sanskrit, one-day's workshop entitled "Theatre in Education" organized by the Department of Bengali, besides the 4 webinars and 2 extension lectures organized by various departments of the college, Equal Opportunity Centre and Women's Cell. The NSS and NCC of the college too organized sensitization programmes on Covid-19 which involved group activities inspiring righteous conduct.

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

Presently there are no online courses related to integration of Indian Knowledge system. However, the college caters to Indian language and culture through the CBCS system of education particularly in subjects like English, Bengali, History, Political Science and the like and the same are taught in a blended mode.Teaching is usually done using both English and

vernacular (except English, Bengali, Sanskrit and Arabic). All question papers are set both in English and vernacular. The college has Bengali and Sanskrit in Honours and Programme Courses and Arabic is taught through Programme Course only. Since NEP 2020 is yet to be introduced, 'specific good practices' in this regard are yet to be conceived and implemented.

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

Outcome based education is yet to be implemented in our college since NEP 2020 has not been introduced. The college is still following the CBCS mode of education which in its way does include Programme and Course Outcomes.

20.Distance education/online education:

Presently, no vocational courses are taught through ODL mode in the institution. However, the IQAC encourages extensive use of ICT in teaching and learning activities. Due to the flickering between on-campus and off-campus schedules, the CBCS syllabi are taught using blended mode.The college has ODL (affiliated to the University of Kalyani, Nadia, West Bengal) in English, Bengali, Education and History and teaching and learning in these subjects are conducted in blended mode.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**673**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**8812**

File Description	Documents
Data Template	View File

2.2	**2296**

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 Number of outgoing/ final year students during the year	**1362**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**42**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**49**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**45**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**184**
4.3 Total number of computers on campus for academic purposes	**172**

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 is affiliated under the University of Kalyani and follows the curriculum under CBCS since 2018-19, as laid down in the University guidelines. The blended mode compelled a revising of curricular planning as the dates of the end semester examinations got rescheduled.

Curriculum planning:

1. At the beginning of the academic session, the departments decided in the academic sub-committee meeting that emphasis will be placed on reaching a balance between the demands of first generation and advanced learners.The adoption of blended mode of teaching-learning posed a challenge for involving the students sparsely accustomed with the e-mode and also the pressure of online learning. Hence, the curriculum planning in the online mode became more audio-visual based to arouse the interest of students.

2. Students access to information was ensured through class/subject-based whatsapp groups in which aspects like class timings, syllabus allotment to teachers and the like were posted. e-texts, study materials etc.were uploaded in the respective whatsapp groups of the students.

Implementation:

1. To ensure an effective two-way learning process, the lesson plans laid emphasis on students' participation, webinars, extension lectures etc.

2. Departmental meetings were conducted to review the academic status and also for seeking feedback from students.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.jangipurcollege.in/working_folder/AdditionalInformationfor21-22.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous

Internal Evaluation (CIE)

At the beginning of every year academic calender is prepared by the academic sub-committee in consonance with the guidelines laid down by the affiliating university. It provides tentative dates for the commencement of internal examinations, and end-term evaluation related details. IQAC and the departments conducted meetings to distribute workload related to fulfilment of the objectives of the CBCS syllabus. After the completion of syllabus the departments take up Continuous Internal Evaluation procedures. The CIE are prepared and conducted in accordance with the guidelines of the affiliating university and the same are communicated to the students through notifications in the college website and also through the whatsapp groups of the students well in advance. Because of the pandemic the institution followed short viva-voce tests, projects etc. as CIE. Students were informed regarding their scope of improvement on the e-platform itself.

File Description	Documents
Upload relevant supporting documents	**No File Uploaded**
Link for Additional information	https://www.jangipurcollege.in/working_folder/ACADEMIC_CALENDAR_2021-22.pdf

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

B. Any 3 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

31

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

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

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

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

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

0

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

0

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

1.3 - Curriculum Enrichment

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

Working within the guidelines of the CBCS syllabus prescribed by the university of Kalyani, teachers and studentsinteract to make the curriculum relevant to larger social life. Subjects relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability include Bengali, English, Arabic, Political Science, History,Philosophy, Economics and Environmental Science. Different departments of the college and also NSS and the Womens' Cell sensitize the student community as well as the faculty regarding these areas. Outreach activities of the institution include four webinars and two extension lectures conducted by various departments and other wings of the college. A 5-days' Sanskrit Speaking Training Class was organized. The extension activity of the NSS on International Women's Day included Chief Justice of the sub-divisional court and women police personnel of the locality. Covid vaccination programme was undertaken by the NSS. One-day's workshop on Education in Theatre was held. Puneet Sagar Abhiyan was conducted by NCC involving 321 cadets. As is evident, such outreach and extension activities included within its ambit the curriculum of CBCS and the beyond with equal emphasis.

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

10

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	<u>View File</u>
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)	<u>View File</u>

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

414

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

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

B. Any 3 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)	View File
Any additional information(Upload)	**No File Uploaded**

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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://www.jangipurcollege.in/working_folder/ReportonFeedbacksReceived_2021-22.pdf

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

5270

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

2803

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

2.2 - Catering to Student Diversity

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

The session was mostly hit by Covid-19 pandemic induced lockdown. It was cumbersome on the part of the administration/teachers and also on the part of the students. At the very outset of the academic year strategies were designed for the online classes which would help the students and the teachers in their teaching-learning and evaluation process. In an Academic Sub-committee meeting decisions were taken under the aegis of IQAC to form class-wise whatsapp group of students. At the beginning of each online class, the teachers instructed the students regarding the use of technology to the best of their abilities. The administration encouraged the use of notifications on the online domain.

During this academic session it took longer time to identify the advanced and slow learners. Lack of gadgets and efficient network/internet connection were the main obstacles in the process. Still the teachers had put maximum efforts to find out the slow and advanced learners by encouraging interaction during the online classes. PPTs were used extensively so that slow learners could pick up the lessons better. Advanced learners were encouraged to participate in webinars,/extension lectures during this year. Study materials and soft copies of the texts were provided in the whatsapp groups and were also uploaded in the college website. These were done so that the students face no loss in their education.

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
8812	**42**

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 college at the beginning of each session defines and explains the course objectives, programmes and outcomes of the courses which enable the students to have a broad outline of the courses and their scopes. In this academic year, this was done by the respective subject teachers on an online mode prior to embarking upon syllabus oriented classes. Internal evaluation system which usually entails short class tests were replaced by viva-voce oriented system of evaluation and projects. IQAC instructed the teachers to make their classes more interactive and student centric. Audio visual presentations were used to provide experiential and participative learning process. These methodologies greatly helped the students in developing self-confidence. Students were given assignments which they read out in online classes and the teachers, in the process, suggested areas of improvement. Topics were chosen keeping in mind the areas of interest of the students. This enabled the students to participate in the decision-making process. Extra academic queries of the students were escalated to IQAC, Teacher-in-Charge in a prompt and transparent manner all of which developed a sense of belongingness in the students.

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 college follows ICT enabled teaching in addition to the chalk and duster classroom education. Although the college has smart classrooms with fully equipped smart boards etc. and there are

multiple classrooms with pre-installed audio-visual teaching aids, all of these could be used only after the lockdown period was over.The institution is free wi-fi enabled but iwe could access it after the campus re-opened. However, since almost all the teachers have been provided with laptops, online classes were regularly held.In addition to extensive use of PPTs the teachers used video clippings, audio lectures and the like in their classes. Online reading materials were provided which immensely benefitted the students for advanced knowledge and practical learning. Study materials and soft copies of texts were also uploaded in the college website which could be accessed by the students in accordance with their requirements. The computer centre of the college could be sporadically accessed but the crisis was mitigated to a good extent through interactive mode of instruction in online sessions.

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

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

62

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

42

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

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

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

20

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

462

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 practices transparency and robust evaluation process in terms of frequency and variety. The admission is provided purely on merit basis and the admission list is made public along with students' score at the 12th level. Regular and continuous evaluation is made both on the college and university levels. The college follows the academic calender provided by the university to conduct end-term examinations. Internal evaluations are conducted by the college based on decisions arrived at Academic and Examination Sub-Committees' meetings. In internal examinations, question papers are set by respective subject teachers and the results are displayed regularly. Interactions with students regarding the syllabus of internal assessments, marks distribution of the question paper are some of the mechanisms carried out in the college to maintain transparency in internal assessment. Corrected answer scripts are shown to the students so that they can identify their mistakes. The method has proved to be extremely helpful in developing interest of the students towards the course and generates a healthy competitive atmosphere in the class.

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

The college has an Examination Sub-committee which is responsible for internal examinations in the college. The students are informed at the beginning of each semester regarding various components of the assessment procedures. The decisions of the Examination Sub-committee are intimated to the HODs who work accordingly to reduce any kind of chaos. The answer scripts are evaluated within stipulatedtime by the respective subject teachers and if needed scrutinized by the HODs. This mechanism establishes a transparent method in which zero grievances occur. The students are regularly informed regarding their marks scored in the examination on the departmental notice boards and are posted simultaneously in the whatsapp groups of the students. A strict attendance system is taken into consideration and marks are alloted as per the guidelines of the affiliating university. The percentage of attendance of each student are also notified to the students. Lastly the college has a Grievance Redressal Cell to negotiate grievances, if any, on behalf of the students.

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.

Programme and course outcomes for all Programmes offered by the college are displayed on the college website in detail. At the beginning of each session, each department provides clear-cut ideas regarding the course outcomes offered by the institution during the initial classes particularly through a process of orientation. Students are specifically made aware of the Discipline Specific Elective courses, Skill Enhancement Courses and Generic Elective courses so that the students make effective choices and make the best utilization of the Programme.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.jangipurcollege.in/webdata.php?c=84
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

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

The institution is affiliated to the University of Kalyani and it offers courses which have been sanctioned by the university. The college offers undergraduate courses in Arts, Science and Commerce. These courses are implemented and follows the curriculum designed by the university.

It goes without saying that university examination is the key indicator of students' learning from a specific course. The institution records the results of university examinations to assess the Programme Outcomes and Course Outcomes. Academic achievements of students in internal examinations are recorded and analyzed by the respective departments. The departments take into account the feedback of the students to obtain a clear idea of

both the students' and the teachers' assimilation of the course outcomes. Although the college is yet to come up with a comprehensive mechanism to track students' progression, the teachers often maintain contact with the passout students to understand how well the college has been able to instil the Programme and course outcomes in the students.

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

856

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

2.7 - Student Satisfaction Survey

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

https://www.jangipurcollege.in/working_folder/sss-2021-22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

3.1.2 - Number of 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

12

File Description	Documents
Report of the event	<u>View File</u>
Any additional information	<u>View File</u>
List of workshops/seminars during last 5 years (Data Template)	<u>View File</u>

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

33

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

07

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 outreach activities were curtailed in this academic session because of the Covid-19 pandemic. After the re-opening of the campus, extension activities were extensively undertaken. In spite of being affected by the lockdown, the NSS observed Women's Day to sensitize the stakeholders about gender equality through a day-long programme involving the Chief Justice of the sub-divisional court, nurses and lady police personnel of the locality. Covid vaccination programme was undertaken in which 198people were vaccinated. Puneet Sagar Abhiyan and World Environment Day were organized by NCC involving 321 participants. NSS organized No Tobacco Day rally and World Bicycle Day rally involving 38 and 42 participants respectively. NSS also organized

a 7-Days' Special Camp in the adjacent villages. AIDS Awareness Programme was also undertaken involving 86 participants.These and such other programmes were carried out in the neighbourhood community, sensitizing students to social issues, for their holistic development, and impact thereof of the year.

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

02

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

14

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

1736

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

0

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

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Jangipur College has a well maintained campus of 10,000 sq. m with basic compact facilities for students and teachers. Regarding learning resources the college has adequate space for fully computerized library and reading room,a well-equipped computer centre, smart classroom, multiple ICT enabled classrooms, laboratories, classrooms with green boards, well equipped conference room, and a boys' hostel. Support facilities include teachers' staff room, separate common room for girls and boys,and a cheap canteen for students and staff. The college provides safe drinking water with water purifiers installed at various corridors of the campus. There are two green generators, a garage and open parking space within the campus. The entire college is wi-fi enabled. The college also has a Day Care Centre and a Students' Union Room. The college also has a four storeyed Annex Building of 621.37 sq. metres, one kilometres away from the main campus in which ODL classes are held. The entire campus have multiple fire extinguishers to avoid fire related accidents.

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

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

The institution promotes various cultural activities, sports, games (indoor as well as outdoor) and the like. Cultural activities are usually held in the smart classroom. There is an open stage within the campus where the college hosts events like Freshers' Welcome, Independence Day, Republic Day, College Foundation Day, International Mother Tongue Day and the like.

In order to enhance the need of physical well-being the college has a well equipped gymnasium and has a hired trainer as well. The college owns a playground 1.75 kilometres away from the main campus building where games and sports are regularly held. The Boys' Common Room and the Girls' Common Room have indoor games facilities including carrom and chess.

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

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

10

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

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)

63

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 library is the cornerstone of any academic institution and Jangipur College is no exception. The library of the college is fully computerized. It has fully automated KOHA software (version: 3.14) since 2015 (year of automation) that has upgraded the library management system of maintaining books and records a few notches higher. There are updated journals which are stocked and catalogued well. The Reading Room is large with separate rooms for the students as well as the staff that encourage them to spent a good amount of time browsing books and journals. Multiple computers are there for browsing books and journals and 1 photocopying machine is there in the library to facilitate the learning process of all.In 20-2021 the library of the institution has already been upgraded by utilizing RUSA 2.0 fund. The library hardware and software were upgraded. The upgradation includes UHF RFID Smart cards, UHF Integrated Reader/Staff station, Koha ILMS up-gradation and customization, D-space Repository software, Moodle E-Learning, MOPAC, KRC website etc. Books for the library are to be purchased in the next session utilizing RUSA 2.0 fund under theauspices of IQAC.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	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)

0.059

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	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

22

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

Acknowledging the importance of technology in education, the institution has implemented latest IT infrastructure. The finance is maintained using Tally. ERP 9. The salary of staff, both teaching and non-teaching are done through HRMS portal. All financial transactions with the vendors are done through PFMS

and/or cheque. The college maintains a students' portal associated with the college website to handle admission and related transactions. The college is wi-fi enabled and the entire campus in under CCTV surveillance. Most of the departments have at least one ICT enabled classroom. The smart classroom apart from being ICT enabled also has an interactive board. The conference room of the college is also audio-visually equipped. The computer centre of the college has desktops, printers and other peripherals of high configuration. Most of the departments have multiple desktops of their own. Almost all teachers of the college have been provided with laptops as a teaching aid and also for research purposes.

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

4.3.2 - Number of Computers

172

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)

28

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.

The college has well established systems and procedures for maintaining and utilizing physical, academic and support facilities. There are different sub-committees and cells like Finance committee, Academic Sub-committee, Building Sub-committee, Purchase Sub-committee, Admission Sub-committee, Examination Sub-committee, Womens' Cell and Equal Opportunity Centre and the like which monitors these facilities. The head of the departments usually forward their requirements regarding purchase and or maintenance to the relevant sub-committees which then finalizes the process of purchase/maintenance and advances the suggestions to the Teacher-in-Charge. Thereupon, the Governing Body of the college advances its recommendations to the Teacher-in-Charge. Work orders to vendors are thereafter issued. However, repair or maintenance works involving a petty amount are immediately taken care of by the Teacher-in-Charge himself. Most of the electrical equipments used in the college are either under annual maintenance contracts or are periodically checked and maintained by competent technicians. Safety measures in the laboratories are strictly implemented in the science departments. The teachers along with the laboratory attendants keep records of maintenance of the lab equipments and the institution ensures that all the equipments are periodically are calibrated. The maintenance of the library is entrusted upon the librarian and the support staff. For maintenance of hardware/software authorized vendors are counted on. The Canteen Sub-committee keeps a check on quality of food and hygiene of the canteen.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

7588

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)	<u>View File</u>

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

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

0

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

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

C. 2 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)	[View File](#)

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

0

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

0

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)	**No File Uploaded**

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

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	View File
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

141

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

`08`

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.

`0`

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

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 apex body of an affiliated college like ours is the Governing Body in which it is mandatory to incorporate students' representative. The General Secretary of the Students' Union officiates in the Governing Body on behalf of the students' community. However, since there has been no students' election in the state, the post presently remains vacant. Despite the absence of the Students' Union, activities which otherwise are entrusted on the students are carried out by the teachers involving a body of interested students. Activities like the Annual Sports, publication of the college annual magazine - 'Probaho'- etc. are

done by the students but under the supervision and guidance of the teachers. The NSS and NCC units of the college, however, ensured participation of student volunteers in a relatively more expansive way when the campus re-opened. Despite the Covid-19 pandemic, these units undertook various programmes in which participation of students have been noteworthy. It should also be mentioned here that the departmental wall magazines were also conceived, designed and put up by the students of the respective departments after the campus re-opened.

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

0

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)	No File Uploaded

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

The IQAC had planned to form and register the Alumni Association of the college but as we were caught in the midst of the Covid-19 pandemic, the vision could not be materialized in this session as well. For most of the session, all educational institutions were shut down due to the pandemic. However, all the departments of the

institution maintained contact with their former students and though unregistered, departmental alumni exist in Jangipur College. The Alumni Association of Jangipur College is in the process of registration.

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 institution has a pyramidical administrative structure with the Governing Body at the apex comprising of nominated members from the Government of West Bengal, affiliating university nominee, Teacher-in-Charge, representatives of the teaching community and the non-teaching community. The Teacher-in-Charge is the academic and administrative head of the institution. At the strategic level, the Teacher-in-Charge, Governing Body, IQAC and various sub-committees engage in defining the policies and procedures, framing guidelines and rules and regulations pertaining to academic and administrative development.

At the commencement of each session, the GB deliberates on academic, infrastructural, environmental, student welfare policies keeping in view the analysis of the students' feedback done by IQAC and the recommendations of the various sub-committees. For example, admission procedure was conducted in accordance with intake capacity and governmental policies of reservation. A complete schedule for online admission was displayed on the college website at every phase of admission in order to maintain fairness and transparency. The entire process of students' admission was handled by the Admission Sub-committee. The college

also encourages participation of the teachers in the decision making bodies of the institution. The policies and methods of implementation as formulated by IQAC, ratified by the GB are subsequently implemented by the teachers effectively.

File Description	Documents
Paste link for additional information	https://www.jangipurcollege.in/webdata.php?c=55
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 has a practice of decentralized and participative management. The various sub-committees, cells, and Teachers' Council are significant instances of decentralization.

Case Study 1: This academic session incorporated both online and offline modes of teaching learning as well as administrative modalities. This made it necessary to encompass certain strategies that were novel. While there was lockdown the institution practiced online mode of teaching learning as was undertaken in the previous session. In the offline mode, the college returned to classroom teaching maintaining government stipulated guidelines of covid protocol. The motto was 'No Mask, No Class.' Hand sanitisers were placed at various corridors, lavatories, laboratories, canteen and library.IQAC's one-day's workshop entitled "Psychosocial Support for Covid Pandemic Condition" in collaboration with Mahatma Gandhi National Council of Rural Education was successfully hosted on 07.07.21. On 14.10.21, 45 student and staff were vaccinated in a Covid Vaccination Programme organized by NSS. In the office, social distancing was strictly followed while interacting with the students. In these endeavours, the GB, IQAC, Academic Sub-committee, Seminar Sub-committee, NSS etc. were actively involved.

Case Study 2: In complete agreement with IQAC's recommendation of Career Advancement Scheme guidelines, CAS of 04 teachers were successfully undertaken. Promotion process of two non-teaching staff & MCAS of 1 non-teaching staff were undertaken and successfully accomplished. In these initiatives, IQAC and the GB worked hand in hand with the Teacher-in-Charge from time to time.

These are evidently cases of participative management in which the principle of decentralization was judiciously followed.

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

In this session NSS received a sum of Rs. 45000/- from the University of Kalyani. Expenditure incurred against this amount has been internally audited by the Bursar of the college and the same has been submitted to the fund sanctioning authorities.

The college is in the process of purchasing books for the library utilizing RUSA 2.0 fund. Perspective plans are presently being formulated regarding the e-tender for books.

The college is also preparing for Green Audit and ISO certification in the next session. Hence in this session, strategic plans are being made involving the IQAC, Governing Body, the Bursar and the Teacher-in-Charge so that the audit works can be undertaken in 2022-2023.

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

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

The college devises the policy measures and delineates the plan of action in a decentralized way with various institutional bodies. The decision-making process by various institutional bodies is democratic. Major institutional goals relating to the academic, administrative and financial issues are met successfully by the Governing Body. The college has taken continuous efforts to abide

by the rules and regulations as framed vide West Bengal Act VII, 2017 and related Uniform Leave Rules as well the Statute of the affiliating University.

The strategem of the Governing Body has been path-breaking in accentuating academic and administrative works. Despite the long shadow of the Covid-19 pandemic and hindrances caused by such a medical emergency of gargantuan proportions, work was never stalled as four Assistant Professors underwent CAS and two non-teaching staff had their promotions and one had successfully undertake MCAS.This portrays the efficacy of the functioning of the various institutional bodies. RUSA 2.0 fund utilization has been ongoing even during this period despite the disruptions of the pandemic.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.jangipurcollege.in/working_folder/organogram.jpg
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
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

The institution has effective welfare measures for teaching and non-teaching staff. Teaching and non-teaching staff can be sanctioned loans at a nominal rate of interest from Jangipur College Credit Co-operative Society and also from Provident Fund. In this academic session there was a disbursement of Rs 416,000 to one teaching and four non-teaching staff of the college from Provident Fund.

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

03

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	View File
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

16

File Description	Documents
IQAC report summary	View File
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

The institution practices Performance Appraisal System for teaching and non-teaching staff in a number of ways:

1. Teaching faculty is appraised through the feedbacks of the

students which are analyzed by the respective departments as well as the IQAC. Corrective measures, if any, are subsequently adopted.

2. Teaching staff require to go through Performance Based Appraisal System of the Government of West Bengal for their career advancement. They are evaluated both by IQAC and nominees of the affiliating university and the Directorate of Public Instructions, the Government of West Bengal. Only when a teacher meets the requisite Academic Performance Index score is granted career advancement. In this session 4 teachers of the institution underwent through this process to receive their career advancement benefits.

3. For the non-teaching staff there is the system of Modified Career Advancement Scheme (MCAS) devised by the Government of West Bengal and followed by the institution. In this session onenon-teaching staff went through this process and two non-teaching staff had their promotions.

However, the Governing Body, the Teacher-in-Charge and the IQAC keep a constant tab on teaching and non-teaching staff and there is a zero tolerance of quality compromise in Jangipur College.

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

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 college follows a distinct mechanism for internal and external audit to ensure transparency in financial matters. To record the details of financial transactions, the institution relies upon Tally. EPR 9. Since the college is free from cash transactions, records of transactions are digitally maintained. The daily entries in the cash book are checked and ratified by the Bursar of the college and are subsequently validated by the Teacher-in-Charge, the Drawing and Disbursing Officer of the institution. Regarding the utilization of RUSA 2.0 funds the institution follows the Public Financial Management System.

The Government of West Bengal appoints statutory auditor to audit the accounts and finance of the college. But because of the ongoing Covid-19 pandemic for most of the session,financial audit for this academic session could not be accomplished as the name of the external auditor has not yet been recieved from the DPI, Higher Education department, the Government of West Bengal.

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

The institution usually receives funds from the State Govt., UGC, NSS and NCC. Apart from funds received from RUSA 2.0 Scheme, in this session no other funds were received. The college has separate bank accounts for receiving various funds and all transactions are monitored under the supervision of the Teacher-in-Charge of the college.

NSS mobilized an amount of Rs 45,000/- from the University of Kalyani which has been utilized and the accounts have been audited by the Bursar of the college and submitted to the affiliating University.

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

IQAC took the following initiatives:

1. IQAC urged upon the teachers to continue teaching using PPTs, audio-visual clippings etc. to make the teaching-learning process comprehensive even after the re-opening of the campus.

2. Under the aegis of IQAC, 07 National and International Webinars/Seminars were organized by various departments including Women's Cell and Equal Opportunity Centre.

3. IQAC organized 2 workshops entitled "Psychological Support for Covid Pandemic Condition" along with Mahatma Gandhi National Council of Rural Education& "POSH Training Programme".

4. The Deptt. of History organized 3 workshops to train teaching staff on topics ranging from history of women in India to globalization, democracy and nationalism in India in collaboration with Sripat Singh College, Murshidabad and Mahatma Gandhi National Council of Rural Education.

5. The Department of Sanskrit organized an offline 5-Days' Sanskrit Speaking Training Class.

4. The Deptt.of Bengali organized a 1 day's workshop entitled "Theatre in Education" in which Prof.Soumitra Basu, Rabindra Bharati University, West Bengal was the compere.

5. The NSS in association with Jangipur Superspeciality Hospital,organized Covid Vaccination Programme in the college in which 198 people got vaccinated with Covishield. NSS also organized an AIDS Awareness Programme involving 86 volunteers. NSS also involved the Chief Justice, Jangipur Sub-divisional Court, nurses ofJangipur Superspeciality Hospital & lady police personnel of Jangipur Police Station to celebrate International Women's Day

on 08.03.22.

6. NCC undertook Puneet Sagar Abhiyan and observed World Environment Day & World Yoga Day involving 321 volunteers.

7. CAS of 4 teachers, promotion of 2 and MCAS of 01 non-teaching staff were done.

File Description	Documents
Paste link for additional information	https://www.jangipurcollege.in/working_folder/Quality_Initiatives_Action_Taken_Report_21-22.pdf
Upload any additional information	View File

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

Review of Teaching-Learning Process

The IQAC practices the analysis of feedback of the students on curriculum and teaching-learning process. It has also received feedback from the teachers and the employers. The collected feedbacks have been analyzed and forwarded to the competent authorities for approval and further action. Every department in their respective meetings discuss aspects like syllabus distribution, teaching methodologies, use of ICT and extension activities all of which are done under the aegis of IQAC.

Accordingly, IQAC has recommended :

1. At least two classes per week per teacher using ICT for each Honours and at least one class per week per teacher using ICT for each Programme course.

2. Viva-voce system of internal evaluation in the online period.

3. Project works for relevant departments and

4. Webinars, extension lectures, invited talks, workshop etc.to diversify the teaching-learning process.

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**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

Since the institution was mostly under lockdown during this entire session the usual initiatives for gender sensitization could not be physically implemented. The pandemic affected students, teachers and their family members and hence offline programmes could be undertaken after the campus re-opened.

The college caters to first generation learners from minority community and hence emphasis on safety, security and sensitization is of utmost importance. The following important numbers have been shared with the students;

West Bengal Women's Commission

E-mail : wbcw.org@gmail.com

Website: https://www.wbcw.co.in/

033-23595609

033-23210154

Swayam- West Bengal NGO

https://www.swayam.info/

033-24863367/3368/3357

West Bengal Commisssion for Protection of Child Rights (WBCPCR)

(Childmarriages and trafficking)

9830056006, 9836078780

Whatsapp: 9836300300

Under the aegis of IQAC, the Department of English and Equal Opportunity Centre organized a national level webinar on the predicaments of Dalit women. On Women's Day, the NSS in its Programme included the Chief Justice of Jangipur Sub-divisional court, the nurses of Jangipur Superspeciality Hospital and women police personnel. The Women's Cell of the college organized an online sensitization programme linking Covid-19 with domestic violence on women. In one of the extension lectures the Department of English focused on the plight of the women through a discussion on Mamang Dai's Poetry.

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

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

The college has a well chalked out solid waste management collection and disposable system. The institution has separate waste collection bins marked for degradable and non-degradable wastes and in different colours. NSS runs awareness drives at the beginning of each academic year to inform the students about the principle for differentiating the waste into degradable and non-degradable categories. There are separate waste collection bins in each floor for degradable and non-degradable garbage and at the end of the day the bins are emptied in the larger containers in the ground floor. Each morning these containers are emptied in the nearby Jangipur Municipality's waste collection vat.

The college is constructing appropriate pits for rainwater harvesting.

The college is also in the process of contracting appropriate agencies for the disposal of e-waste.

All computers and laptops of the college have updated Quick Heal softwares to keep the products free from e-junk.

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	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus   D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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: A. Any 4 or All 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	No File Uploaded
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   E. None of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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

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

`D. Any 1 of the above`

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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 has a diverse student background, mostly belonging to the minority community who come from various parts of West Bengal

apart from various corners of Murshidabad district. These students are usually first generation learners who speak various languages like Bengali, Hindi and Arabic. A considerable number of students come from migrant families and families dependent on bidi binding.The college spurs the development of an inclusive environment that welcome students from various socio-economic, communal, cultural and regional backdrops.

The following steps have been taken in 2021 -22 towards this end:

1. The institution is contemplating publishing of a college magazine entitled 'Probaho.' As soon as the campus re-opens the college will take up publishing of the same.

2. Saraswati Puja is celebrated as a day earmarked for the worship of the deity of learning and all students participate in adorning the entire college and teachers and students together participate with fervour.

3. The college celebrated the International Mother Language Day including 350 participants.

4. The institution observesTeacher's Day every year with a lot of aplomb.

5. The college observes a flag-hoisting ceremony on Independence Day every year.

6. The institution also observes Republic Day on 26th January every year.

7. The College Foundation Day is observed on 1st August every year.

8. Eid is usually celebrated every year in the College Boy's Hostel.

9. Departments of English, Political Science, Botany, History, Mathematics, Physics, Commerce, Economics organized Freshers' Welcome.

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

The college seeks to sensitize all staff and students to various constitutional obligations and social responsibilties. To fulfil this, it carries out various activities for inculcating constitutional values and obligations.

1. The Equal Opportunity Centre of the college conducts workshop for the students of the non-creamy layered sections of society. However, due to the ongoing pandemic, guidelines regarding positive discrimination were provided to the students through whatsapp groups from time to time. The Departments of Sanskrit, Bengali and Political Science observed Ambedkar Birth Anniversary.

2. The NSS and the NCC take special care to observe 26th January and 15th August and other dates of national importance. A few events like Covid Vaccination, AIDS Awareness, World Yoga Day, World Bicycle Day Rally and Puneet Sagar Abhiyan were undertaken.

3. Values regarding gender equity are negotiated through the activities of the Women's Cell. This session the Women's Cell organized a national webinar linking Covid-19 and domestic violence on women in India.

4. The NSS organized Covid Vaccination Programme, AIDS Awareness Programme, 7-Days Special Camp in the neighbouring villages etc. On Women's Day NSS in its programme included the Chief Justice of the Jangipur Sub-divisional court, nurses of Jangipur Superspeciality Hospital and the women police personnel of the locality.

5. The NCC also organized the Punnet Sagar Abhiyan and World Environment Day to promote the values of social responsibilities.

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

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

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

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

The following commemorative days,events and festivals were observed by the institution in this academic year.

1.The college observed Independence Day on 15th August

2. Teacher's Day -5th September

3. Netaji Subhash Chandra Bose's birthday--23rd January

4. Vasant Panchami was celebrated on 16th February

5. International Women's Day was celebrated on 8th March

6.National Yoga Day on 21st June

7. No Tobacco Day

8. World Bicycle Day.

Several other events which usually the college observes with aplomb could not be organized because the campus mostly remained closed because of covid pandemic.

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

The following are the two best practices:

Best Practice 1

Title:Covid Vaccination Programme

Objective:To forestall the spread of the pandemic and alleviate fears of the raging pandemic a vaccination drive programme was necessary.

Context:The need of the hour was to stand by students and more so in educational institutions with an array of factors hampering campus life.

Practice: A vaccination drive for students and staff was undertaken by NSS & Jangipur Hospital staff on 08.03.2022 in whichapproximately 200 students received the jab of Covishield vaccine.

Evidence of Success:In times of vaccine hesitancy, the participation of students and staff indicated the willingness of all stakeholders.

Problems Encountered and Resources Required: An in-house Covid Relief Squad of the college would have been more resourceful to help the volunteers from the NSS Unit.

Best Practice 2

Title: Theatre in Education Workshop by Prof. Soumitra Basu, Rabindra Bharati University, Kolkata

Objective:To distinguish between a play-text and its performative form.

Context: To translate the plays of the syllabus, without compromising its depth in a minimalistic prosenium form and also explore the possibility of non-prosenium representation through direct participation of students.

Practice: Theatre in Education emerged as a distinct 'hybrid' of theatre and education forms in 1965. The academic text in the workshop opens itself to multiple interpretative levels.

Evidence of Success:The feedback received of 78 students indicate that the event was successful.

Problems Encountered and Resources Required: Students have hardly any idea about performance and have no experience about acting.

File Description	Documents
Best practices in the Institutional web site	<u>View File</u>
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

Celebration of International Women's Day by NSS on 08.03.22

The NSS Unit of Jangipur College opens a new chapter by celebrating International Women's Day spearheaded by 38 girl volunteers. On this day, they felicitated women achievers in various fields in the vicinity making the college a distinctive corridor space for young women who receive encouragement, guidance, and support to voluntarily work knowing their social responsibilities and duties.

IQAC has been emphasizing the following objectives:

1.The NSS Unit celebrated International Women's Day on 08.03.22 by felicitating and honouring the Chief Justice of Jangipur Sub-divisional court, 9 nurses and 1 matron of Jangipur Superspeciality Hospital and 7 lady constables of Jangipur Police Station.

1. The impetus to work for girl students is conspicuous as Kanyashree Scheme has worked wonders despite the pandemic. 13 girl students benefitted from the aforesaid scheme with total amount disbursed being Rs 3,25,000/-.

2. In the same zest the Women's Cell on 05.10.21 organized a national webinar linking the pandemic of Covid-19 with domestic violence on women in India.

3.The Department of English and Equal Opportunity Centre in a national level webinar on 04.10.21 focused on the socio-political and cultural predicaments of the Dalit women.

4. The Department of English and Equal Opportunity Centre in a national level webinar on 04.10.21 focused on the socio-political and cultural predicaments of the Dalit women.

5.In an extension lecture organized by the Department of English on 15.07.2021 Mamang Dai's select poems were explored to re-consider the trials and tribulations that women weather throughout their lives.

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 is affiliated under the University of Kalyani and follows the curriculum under CBCS since 2018-19, as laid down in the University guidelines. The blended mode compelled a revising of curricular planning as the dates of the end semester examinations got rescheduled.

Curriculum planning:

1. At the beginning of the academic session, the departments decided in the academic sub-committee meeting that emphasis will be placed on reaching a balance between the demands of first generation and advanced learners.The adoption of blended mode of teaching-learning posed a challenge for involving the students sparsely accustomed with the e-mode and also the pressure of online learning. Hence, the curriculum planning in the online mode became more audio-visual based to arouse the interest of students.

2. Students access to information was ensured through class/subject-based whatsapp groups in which aspects like class timings, syllabus allotment to teachers and the like were posted. e-texts, study materials etc.were uploaded in the respective whatsapp groups of the students.

Implementation:

1. To ensure an effective two-way learning process, the lesson plans laid emphasis on students' participation, webinars, extension lectures etc.

2. Departmental meetings were conducted to review the academic status and also for seeking feedback from students.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.jangipurcollege.in/working_folder/AdditionalInformationfor21-22.pdf

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

At the beginning of every year academic calender is prepared by the academic sub-committee in consonance with the guidelines laid down by the affiliating university. It provides tentative dates for the commencement of internal examinations, and end-term evaluation related details. IQAC and the departments conducted meetings to distribute workload related to fulfilment of the objectives of the CBCS syllabus. After the completion of syllabus the departments take up Continuous Internal Evaluation procedures. The CIE are prepared and conducted in accordance with the guidelines of the affiliating university and the same are communicated to the students through notifications in the college website and also through the whatsapp groups of the students well in advance. Because of the pandemic the institution followed short viva-voce tests, projects etc. as CIE. Students were informed regarding their scope of improvement on the e-platform itself.

File Description	Documents
Upload relevant supporting documents	**No File Uploaded**
Link for Additional information	https://www.jangipurcollege.in/working_folder/ACADEMIC CALENDAR 2021-22.pdf

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/	**B. Any 3 of the above**

Diploma Courses Assessment /evaluation process of the affiliating University	

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

31

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

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

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

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

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

0

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

0

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

1.3 - Curriculum Enrichment

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

Working within the guidelines of the CBCS syllabus prescribed by the university of Kalyani, teachers and studentsinteract to make the curriculum relevant to larger social life. Subjects relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability include Bengali, English, Arabic, Political Science, History,Philosophy, Economics and Environmental Science. Different departments of the college and also NSS and the Womens' Cell sensitize the student community as well as the faculty regarding these areas. Outreach activities of the institution include four webinars and two extension lectures conducted by various departments and other wings of the college. A 5-days' Sanskrit Speaking Training Class was organized. The extension activity of the NSS on International Women's Day included Chief Justice of the sub-divisional court and women police personnel of the locality. Covid vaccination programme was undertaken by the NSS. One-day's workshop on Education in Theatre was held. Puneet Sagar Abhiyan was conducted by NCC involving 321 cadets. As is evident, such outreach and extension activities included within its ambit the curriculum of CBCS and the beyond with equal emphasis.

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

10

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	View File
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

414

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	**B. Any 3 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)	[View File](#)
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://www.jangipurcollege.in/working_folder/ReportonFeedbacksReceived_2021-22.pdf

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

5270

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

2803

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

2.2 - Catering to Student Diversity

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

The session was mostly hit by Covid-19 pandemic induced lockdown. It was cumbersome on the part of the administration/teachers and also on the part of the students. At the very outset of the academic year strategies were designed for the online classes which would help the students and the teachers in their teaching-learning and evaluation process. In an Academic Sub-committee meeting decisions were taken under the aegis of IQAC to form class-wise whatsapp group of students. At the beginning of each online class, the teachers instructed the students regarding the use of technology to the best of their abilities. The administration encouraged the use of notifications on the online domain.

During this academic session it took longer time to identify the advanced and slow learners. Lack of gadgets and efficient network/internet connection were the main obstacles in the process. Still the teachers had put maximum efforts to find out the slow and advanced learners by encouraging interaction during the online classes. PPTs were used extensively so that slow learners could pick up the lessons better. Advanced learners were encouraged to participate in webinars,/extension lectures during this year. Study materials and soft copies of the texts were provided in the whatsapp groups and were also uploaded in the college website. These were done so that the students face no loss in their education.

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
8812	**42**

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 college at the beginning of each session defines and explains the course objectives, programmes and outcomes of the courses which enable the students to have a broad outline of the courses and their scopes. In this academic year, this was done by the respective subject teachers on an online mode prior to embarking upon syllabus oriented classes. Internal evaluation system which usually entails short class tests were replaced by viva-voce oriented system of evaluation and projects. IQAC instructed the teachers to make their classes more interactive and student centric. Audio visual presentations were used to provide experiential and participative learning process. These methodologies greatly helped the students in developing self-confidence. Students were given assignments which they read out in online classes and the teachers, in the process, suggested areas of improvement. Topics were chosen keeping in mind the areas of interest of the students. This enabled the students to participate in the decision-making process. Extra academic queries of the students were escalated to IQAC, Teacher-in-Charge in a prompt and transparent manner all of which developed a sense of belongingness in the students.

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 college follows ICT enabled teaching in addition to the chalk and duster classroom education. Although the college has smart classrooms with fully equipped smart boards etc. and there are multiple classrooms with pre-installed audio-visual teaching aids, all of these could be used only after the lockdown period was over.The institution is free wi-fi enabled but iwe could access it after the campus re-opened. However, since almost all the teachers have been provided with laptops, online classes were regularly held.In addition to extensive use of PPTs the teachers used video clippings, audio lectures and the like in their classes. Online reading materials were provided which immensely benefitted the students for advanced knowledge and practical learning. Study materials and soft copies of texts were also uploaded in the college website which could be accessed by the students in accordance with their requirements. The computer centre of the college could be sporadically accessed but the crisis was mitigated to a good extent through interactive mode of instruction in online sessions.

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

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

62

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

42

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

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

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

20

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

462

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 practices transparency and robust evaluation process in terms of frequency and variety. The admission is provided purely on merit basis and the admission list is made public along with students' score at the 12th level. Regular and continuous evaluation is made both on the college and university levels. The college follows the academic calender provided by the university to conduct end-term examinations. Internal evaluations are conducted by the college based on decisions arrived at Academic and Examination Sub-Committees' meetings. In internal examinations, question papers are set by respective subject teachers and the results are displayed regularly. Interactions with students regarding the syllabus of internal assessments, marks distribution of the question paper are some of the mechanisms carried out in the college to maintain transparency in internal assessment. Corrected answer scripts are shown to the students so that they can identify their mistakes. The method has proved to be extremely helpful in developing interest of the students towards the course and generates a healthy competitive atmosphere in the class.

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

The college has an Examination Sub-committee which is responsible for internal examinations in the college. The students are informed at the beginning of each semester

regarding various components of the assessment procedures. The decisions of the Examination Sub-committee are intimated to the HODs who work accordingly to reduce any kind of chaos. The answer scripts are evaluated within stipulatedtime by the respective subject teachers and if needed scrutinized by the HODs. This mechanism establishes a transparent method in which zero grievances occur. The students are regularly informed regarding their marks scored in the examination on the departmental notice boards and are posted simultaneously in the whatsapp groups of the students. A strict attendance system is taken into consideration and marks are alloted as per the guidelines of the affiliating university. The percentage of attendance of each student are also notified to the students. Lastly the college has a Grievance Redressal Cell to negotiate grievances, if any, on behalf of the students.

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.

Programme and course outcomes for all Programmes offered by the college are displayed on the college website in detail. At the beginning of each session, each department provides clear-cut ideas regarding the course outcomes offered by the institution during the initial classes particularly through a process of orientation. Students are specifically made aware of the Discipline Specific Elective courses, Skill Enhancement Courses and Generic Elective courses so that the students make effective choices and make the best utilization of the Programme.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.jangipurcollege.in/webdata.php?c=84
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

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

The institution is affiliated to the University of Kalyani and it offers courses which have been sanctioned by the university. The college offers undergraduate courses in Arts, Science and Commerce. These courses are implemented and follows the curriculum designed by the university.

It goes without saying that university examination is the key indicator of students' learning from a specific course. The institution records the results of university examinations to assess the Programme Outcomes and Course Outcomes. Academic achievements of students in internal examinations are recorded and analyzed by the respective departments. The departments take into account the feedback of the students to obtain a clear idea of both the students' and the teachers' assimilation of the course outcomes. Although the college is yet to come up with a comprehensive mechanism to track students' progression, the teachers often maintain contact with the passout students to understand how well the college has been able to instil the Programme and course outcomes in the students.

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

856

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

2.7 - Student Satisfaction Survey

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

https://www.jangipurcollege.in/working_folder/sss-2021-22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

3.1.2 - Number of 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

12

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
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

33

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

07

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 outreach activities were curtailed in this academic session because of the Covid-19 pandemic. After the re-opening of the campus, extension activities were extensively undertaken. In spite of being affected by the lockdown, the NSS observed Women's Day to sensitize the stakeholders about gender equality through a day-long programme involving the Chief Justice of the sub-divisional court, nurses and lady police personnel of the locality. Covid vaccination programme was undertaken in which 198people were vaccinated. Puneet Sagar Abhiyan and World Environment Day were organized by NCC involving 321 participants. NSS organized No Tobacco Day rally and World Bicycle Day rally involving 38 and 42 participants respectively. NSS also organized a 7-Days' Special Camp in the adjacent villages. AIDS Awareness Programme was also undertaken involving 86 participants.These and such other programmes were carried out in the neighbourhood community, sensitizing students to social issues, for their holistic development, and impact thereof of the year.

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

02

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

14

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

1736

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

0

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

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Jangipur College has a well maintained campus of 10,000 sq. m with basic compact facilities for students and teachers. Regarding learning resources the college has adequate space for fully computerized library and reading room,a well-equipped computer centre, smart classroom, multiple ICT enabled classrooms, laboratories, classrooms with green boards, well equipped conference room, and a boys' hostel. Support facilities include teachers' staff room, separate common room for girls and boys,and a cheap canteen for students and staff. The college provides safe drinking water with water purifiers installed at various corridors of the campus. There are two green generators, a garage and open parking space within the campus. The entire college is wi-fi enabled. The college also has a Day Care Centre and a Students' Union Room. The college also has a four storeyed Annex Building of 621.37 sq. metres, one kilometres away from the main campus in which ODL classes are held. The entire campus have multiple fire extinguishers to avoid fire related accidents.

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

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

The institution promotes various cultural activities, sports, games (indoor as well as outdoor) and the like. Cultural activities are usually held in the smart classroom. There is an open stage within the campus where the college hosts events like Freshers' Welcome, Independence Day, Republic Day, College Foundation Day, International Mother Tongue Day and the like.

In order to enhance the need of physical well-being the college has a well equipped gymnasium and has a hired trainer as well. The college owns a playground 1.75 kilometres away from the main campus building where games and sports are regularly held. The Boys' Common Room and the Girls' Common Room have indoor games facilities including carrom and chess.

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

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

10

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

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)	<u>View File</u>

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)

63

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

4.2 - Library as a Learning Resource

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

The library is the cornerstone of any academic institution and Jangipur College is no exception. The library of the college is fully computerized. It has fully automated KOHA software (version: 3.14) since 2015 (year of automation) that has upgraded the library management system of maintaining books and records a few notches higher. There are updated journals which are stocked and catalogued well. The Reading Room is large with separate rooms for the students as well as the staff that encourage them to spent a good amount of time browsing books and journals. Multiple computers are there for browsing books and journals and 1 photocopying machine is there in the library to facilitate the learning process of all.In 20-2021 the library of the institution has already been upgraded by utilizing RUSA 2.0 fund. The library hardware and software were upgraded. The upgradation includes UHF RFID Smart cards, UHF Integrated Reader/Staff station, Koha ILMS up-gradation and customization, D-space Repository software, Moodle E-Learning, MOPAC, KRC website etc. Books for the library are to be purchased in the next session utilizing RUSA 2.0 fund under theauspices of IQAC.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**B. Any 3 of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[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)

0.059

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	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

22

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

Acknowledging the importance of technology in education, the institution has implemented latest IT infrastructure. The finance is maintained using Tally. ERP 9. The salary of staff, both teaching and non-teaching are done through HRMS portal. All financial transactions with the vendors are done through PFMS and/or cheque. The college maintains a students' portal associated with the college website to handle admission and related transactions. The college is wi-fi enabled and the entire campus in under CCTV surveillance. Most of the departments have at least one ICT enabled classroom. The smart classroom apart from being ICT enabled also has an interactive board. The conference room of the college is also audio-visually equipped. The computer centre of the college has desktops, printers and other peripherals of high configuration. Most of the departments have multiple desktops of their own.

Almost all teachers of the college have been provided with laptops as a teaching aid and also for research purposes.

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

4.3.2 - Number of Computers

172

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

28

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.

The college has well established systems and procedures for maintaining and utilizing physical, academic and support facilities. There are different sub-committees and cells like Finance committee, Academic Sub-committee, Building Sub-committee, Purchase Sub-committee, Admission Sub-committee, Examination Sub-committee, Womens' Cell and Equal Opportunity Centre and the like which monitors these facilities. The head of the departments usually forward their requirements regarding purchase and or maintenance to the relevant sub-committees which then finalizes the process of purchase/maintenance and advances the suggestions to the Teacher-in-Charge. Thereupon, the Governing Body of the college advances its recommendations to the Teacher-in-Charge. Work orders to vendors are thereafter issued. However, repair or maintenance works involving a petty amount are immediately taken care of by the Teacher-in-Charge himself. Most of the electrical equipments used in the college are either under annual maintenance contracts or are periodically checked and maintained by competent technicians. Safety measures in the laboratories are strictly implemented in the science departments. The teachers along with the laboratory attendants keep records of maintenance of the lab equipments and the institution ensures that all the equipments are periodically are calibrated. The maintenance of the library is entrusted upon the librarian and the support staff. For maintenance of hardware/software authorized vendors are counted on. The Canteen Sub-committee keeps a check on quality of food and hygiene of the canteen.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

7588

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)	<u>View File</u>

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

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

0

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

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	**C. 2 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)	[View File](View_File)

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

0

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

0

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)	**No File Uploaded**

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	**C. Any 2 of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	View File
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

141

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

08

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.

0

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

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 apex body of an affiliated college like ours is the Governing Body in which it is mandatory to incorporate students' representative. The General Secretary of the Students' Union officiates in the Governing Body on behalf of the students' community. However, since there has been no students' election in the state, the post presently remains vacant. Despite the absence of the Students' Union, activities which otherwise are entrusted on the students are carried out by the teachers involving a body of interested students. Activities like the Annual Sports, publication of the college

annual magazine - 'Probaho'- etc. are done by the students but under the supervision and guidance of the teachers. The NSS and NCC units of the college, however, ensured participation of student volunteers in a relatively more expansive way when the campus re-opened. Despite the Covid-19 pandemic, these units undertook various programmes in which participation of students have been noteworthy. It should also be mentioned here that the departmental wall magazines were also conceived, designed and put up by the students of the respective departments after the campus re-opened.

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

0

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)	No File Uploaded

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

The IQAC had planned to form and register the Alumni Association of the college but as we were caught in the midst of the Covid-19 pandemic, the vision could not be materialized in this session as well. For most of the session, all

educational institutions were shut down due to the pandemic. However, all the departments of the institution maintained contact with their former students and though unregistered, departmental alumni exist in Jangipur College. The Alumni Association of Jangipur College is in the process of registration.

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 institution has a pyramidical administrative structure with the Governing Body at the apex comprising of nominated members from the Government of West Bengal, affiliating university nominee, Teacher-in-Charge, representatives of the teaching community and the non-teaching community. The Teacher-in-Charge is the academic and administrative head of the institution. At the strategic level, the Teacher-in-Charge, Governing Body, IQAC and various sub-committees engage in defining the policies and procedures, framing guidelines and rules and regulations pertaining to academic and administrative development.

At the commencement of each session, the GB deliberates on academic, infrastructural, environmental, student welfare policies keeping in view the analysis of the students' feedback done by IQAC and the recommendations of the various sub-committees. For example, admission procedure was conducted in accordance with intake capacity and governmental policies of reservation. A complete schedule for online admission was displayed on the college website at every phase of admission in

order to maintain fairness and transparency. The entire process of students' admission was handled by the Admission Sub-committee. The college also encourages participation of the teachers in the decision making bodies of the institution. The policies and methods of implementation as formulated by IQAC, ratified by the GB are subsequently implemented by the teachers effectively.

File Description	Documents
Paste link for additional information	https://www.jangipurcollege.in/webdata.php?c=55
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 has a practice of decentralized and participative management. The various sub-committees, cells, and Teachers' Council are significant instances of decentralization.

Case Study 1: This academic session incorporated both online and offline modes of teaching learning as well as administrative modalities. This made it necessary to encompass certain strategies that were novel. While there was lockdown the institution practiced online mode of teaching learning as was undertaken in the previous session. In the offline mode, the college returned to classroom teaching maintaining government stipulated guidelines of covid protocol. The motto was 'No Mask, No Class.' Hand sanitisers were placed at various corridors, lavatories, laboratories, canteen and library.IQAC's one-day's workshop entitled "Psychosocial Support for Covid Pandemic Condition" in collaboration with Mahatma Gandhi National Council of Rural Education was successfully hosted on 07.07.21. On 14.10.21, 45 student and staff were vaccinated in a Covid Vaccination Programme organized by NSS. In the office, social distancing was strictly followed while interacting with the students. In these endeavours, the GB, IQAC, Academic Sub-committee, Seminar Sub-committee, NSS etc. were actively involved.

Case Study 2: In complete agreement with IQAC's recommendation of Career Advancement Scheme guidelines, CAS of 04 teachers

were successfully undertaken. Promotion process of two non-teaching staff & MCAS of 1 non-teaching staff were undertaken and successfully accomplished. In these initiatives, IQAC and the GB worked hand in hand with the Teacher-in-Charge from time to time.

These are evidently cases of participative management in which the principle of decentralization was judiciously followed.

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

In this session NSS received a sum of Rs. 45000/- from the University of Kalyani. Expenditure incurred against this amount has been internally audited by the Bursar of the college and the same has been submitted to the fund sanctioning authorities.

The college is in the process of purchasing books for the library utilizing RUSA 2.0 fund. Perspective plans are presently being formulated regarding the e-tender for books.

The college is also preparing for Green Audit and ISO certification in the next session. Hence in this session, strategic plans are being made involving the IQAC, Governing Body, the Bursar and the Teacher-in-Charge so that the audit works can be undertaken in 2022-2023.

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

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from

policies, administrative setup, appointment and service rules, procedures, etc.

The college devises the policy measures and delineates the plan of action in a decentralized way with various institutional bodies. The decision-making process by various institutional bodies is democratic. Major institutional goals relating to the academic, administrative and financial issues are met successfully by the Governing Body. The college has taken continuous efforts to abide by the rules and regulations as framed vide West Bengal Act VII, 2017 and related Uniform Leave Rules as well the Statute of the affiliating University.

The strategem of the Governing Body has been path-breaking in accentuating academic and administrative works. Despite the long shadow of the Covid-19 pandemic and hindrances caused by such a medical emergency of gargantuan proportions, work was never stalled as four Assistant Professors underwent CAS and two non-teaching staff had their promotions and one had successfully undertake MCAS.This portrays the efficacy of the functioning of the various institutional bodies. RUSA 2.0 fund utilization has been ongoing even during this period despite the disruptions of the pandemic.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.jangipurcollege.in/working_folder/organogram.jpg
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
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

The institution has effective welfare measures for teaching and non-teaching staff. Teaching and non-teaching staff can be sanctioned loans at a nominal rate of interest from Jangipur College Credit Co-operative Society and also from Provident Fund. In this academic session there was a disbursement of Rs 416,000 to one teaching and four non-teaching staff of the college from Provident Fund.

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

03

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	<u>View File</u>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<u>View File</u>

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

16

File Description	Documents
IQAC report summary	[View File]
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

The institution practices Performance Appraisal System for teaching and non-teaching staff in a number of ways:

1. Teaching faculty is appraised through the feedbacks of the students which are analyzed by the respective departments as well as the IQAC. Corrective measures, if any, are subsequently adopted.

2. Teaching staff require to go through Performance Based Appraisal System of the Government of West Bengal for their career advancement. They are evaluated both by IQAC and nominees of the affiliating university and the Directorate of Public Instructions, the Government of West Bengal. Only when a teacher meets the requisite Academic Performance Index score is granted career advancement. In this session 4 teachers of the institution underwent through this process to receive their career advancement benefits.

3. For the non-teaching staff there is the system of Modified Career Advancement Scheme (MCAS) devised by the Government of West Bengal and followed by the institution. In this session onenon-teaching staff went through this process and two non-teaching staff had their promotions.

However, the Governing Body, the Teacher-in-Charge and the IQAC keep a constant tab on teaching and non-teaching staff and there is a zero tolerance of quality compromise in Jangipur College.

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

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 college follows a distinct mechanism for internal and external audit to ensure transparency in financial matters. To record the details of financial transactions, the institution relies upon Tally. EPR 9. Since the college is free from cash transactions, records of transactions are digitally maintained. The daily entries in the cash book are checked and ratified by the Bursar of the college and are subsequently validated by the Teacher-in-Charge, the Drawing and Disbursing Officer of the institution. Regarding the utilization of RUSA 2.0 funds the institution follows the Public Financial Management System.

The Government of West Bengal appoints statutory auditor to audit the accounts and finance of the college. But because of the ongoing Covid-19 pandemic for most of the session,financial audit for this academic session could not be accomplished as the name of the external auditor has not yet been recieved from the DPI, Higher Education department, the Government of West Bengal.

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

The institution usually receives funds from the State Govt., UGC, NSS and NCC. Apart from funds received from RUSA 2.0 Scheme, in this session no other funds were received. The college has separate bank accounts for receiving various funds and all transactions are monitored under the supervision of the Teacher-in-Charge of the college.

NSS mobilized an amount of Rs 45,000/- from the University of Kalyani which has been utilized and the accounts have been audited by the Bursar of the college and submitted to the affiliating University.

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

IQAC took the following initiatives:

1. IQAC urged upon the teachers to continue teaching using PPTs, audio-visual clippings etc. to make the teaching-learning process comprehensive even after the re-opening of the campus.

2. Under the aegis of IQAC, 07 National and International Webinars/Seminars were organized by various departments including Women's Cell and Equal Opportunity Centre.

3. IQAC organized 2 workshops entitled "Psychological Support for Covid Pandemic Condition" along with Mahatma Gandhi National Council of Rural Education& "POSH Training Programme".

4. The Deptt. of History organized 3 workshops to train teaching staff on topics ranging from history of women in India to globalization, democracy and nationalism in India in collaboration with Sripat Singh College, Murshidabad and Mahatma Gandhi National Council of Rural Education.

5. The Department of Sanskrit organized an offline 5-Days' Sanskrit Speaking Training Class.

4. The Deptt.of Bengali organized a 1 day's workshop entitled "Theatre in Education" in which Prof.Soumitra Basu, Rabindra Bharati University, West Bengal was the compere.

5. The NSS in association with Jangipur Superspeciality Hospital,organized Covid Vaccination Programme in the college in which 198 people got vaccinated with Covishield. NSS also organized an AIDS Awareness Programme involving 86 volunteers. NSS also involved the Chief Justice, Jangipur Sub-divisional Court, nurses ofJangipur Superspeciality Hospital & lady police personnel of Jangipur Police Station to celebrate International Women's Day on 08.03.22.

6. NCC undertook Puneet Sagar Abhiyan and observed World Environment Day & World Yoga Day involving 321 volunteers.

7. CAS of 4 teachers, promotion of 2 and MCAS of 01 non-teaching staff were done.

File Description	Documents
Paste link for additional information	https://www.jangipurcollege.in/working_folder/Quality_Initiatives_Action_Taken_Report_21-22.pdf
Upload any additional information	View File

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

Review of Teaching-Learning Process

The IQAC practices the analysis of feedback of the students on curriculum and teaching-learning process. It has also received feedback from the teachers and the employers. The collected feedbacks have been analyzed and forwarded to the competent authorities for approval and further action. Every department in their respective meetings discuss aspects like syllabus distribution, teaching methodologies, use of ICT and extension activities all of which are done under the aegis of IQAC.

Accordingly, IQAC has recommended :

1. At least two classes per week per teacher using ICT for each Honours and at least one class per week per teacher using ICT for each Programme course.

2. Viva-voce system of internal evaluation in the online period.

3. Project works for relevant departments and

4. Webinars, extension lectures, invited talks, workshop etc.to diversify the teaching-learning process.

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

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

File Description	Documents
Paste web link of Annual reports of Institution	**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

Since the institution was mostly under lockdown during this entire session the usual initiatives for gender sensitization could not be physically implemented. The pandemic affected students, teachers and their family members and hence offline programmes could be undertaken after the campus re-opened.

The college caters to first generation learners from minority community and hence emphasis on safety, security and sensitization is of utmost importance. The following important numbers have been shared with the students;

West Bengal Women's Commission

E-mail : wbcw.org@gmail.com

Website: https://www.wbcw.co.in/

033-23595609

033-23210154

Swayam- West Bengal NGO

https://www.swayam.info/

033-24863367/3368/3357

West Bengal Commisssion for Protection of Child Rights (WBCPCR)

(Childmarriages and trafficking)

9830056006, 9836078780

Whatsapp: 9836300300

Under the aegis of IQAC, the Department of English and Equal Opportunity Centre organized a national level webinar on the predicaments of Dalit women. On Women's Day, the NSS in its Programme included the Chief Justice of Jangipur Sub-divisional court, the nurses of Jangipur Superspeciality Hospital and women police personnel. The Women's Cell of the college organized an online sensitization programme linking Covid-19 with domestic violence on women. In one of the extension lectures the Department of English focused on the plight of the women through a discussion on Mamang Dai's Poetry.

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

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

system Hazardous chemicals and radioactive waste management

The college has a well chalked out solid waste management collection and disposable system. The institution has separate waste collection bins marked for degradable and non-degradable wastes and in different colours. NSS runs awareness drives at the beginning of each academic year to inform the students about the principle for differentiating the waste into degradable and non-degradable categories. There are separate waste collection bins in each floor for degradable and non-degradable garbage and at the end of the day the bins are emptied in the larger containers in the ground floor. Each morning these containers are emptied in the nearby Jangipur Municipality's waste collection vat.

The college is constructing appropriate pits for rainwater harvesting.

The college is also in the process of contracting appropriate agencies for the disposal of e-waste.

All computers and laptops of the college have updated Quick Heal softwares to keep the products free from e-junk.

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	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	D. Any 1 of the above

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	E. None of the above

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

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

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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 has a diverse student background, mostly belonging to the minority community who come from various parts of West Bengal apart from various corners of Murshidabad district. These students are usually first generation learners who speak various languages like Bengali, Hindi and Arabic. A considerable number of students come from migrant families and families dependent on bidi binding.The college spurs the development of an inclusive environment that welcome students from various socio-economic, communal, cultural and regional backdrops.

The following steps have been taken in 2021 -22 towards this end:

1. The institution is contemplating publishing of a college

magchristmasazine entitled 'Probaho.' As soon as the campus re-opens the college will take up publishing of the same.

2. Saraswati Puja is celebrated as a day earmarked for the worship of the deity of learning and all students participate in adorning the entire college and teachers and students together participate with fervour.

3. The college celebrated the International Mother Language Day including 350 participants.

4. The institution observesTeacher's Day every year with a lot of aplomb.

5. The college observes a flag-hoisting ceremony on Independence Day every year.

6. The institution also observes Republic Day on 26th January every year.

7. The College Foundation Day is observed on 1st August every year.

8. Eid is usually celebrated every year in the College Boy's Hostel.

9. Departments of English, Political Science, Botany, History, Mathematics, Physics, Commerce, Economics organized Freshers' Welcome.

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

The college seeks to sensitize all staff and students to various constitutional obligations and social responsibilties. To fulfil this, it carries out various activities for inculcating constitutional values and obligations.

1. The Equal Opportunity Centre of the college conducts workshop for the students of the non-creamy layered sections of society. However, due to the ongoing pandemic, guidelines regarding positive discrimination were provided to the students through whatsapp groups from time to time. The Departments of Sanskrit, Bengali and Political Science observed Ambedkar Birth Anniversary.

2. The NSS and the NCC take special care to observe 26th January and 15th August and other dates of national importance. A few events like Covid Vaccination, AIDS Awareness, World Yoga Day, World Bicycle Day Rally and Puneet Sagar Abhiyan were undertaken.

3. Values regarding gender equity are negotiated through the activities of the Women's Cell. This session the Women's Cell organized a national webinar linking Covid-19 and domestic violence on women in India.

4. The NSS organized Covid Vaccination Programme, AIDS Awareness Programme, 7-Days Special Camp in the neighbouring villages etc. On Women's Day NSS in its programme included the Chief Justice of the Jangipur Sub-divisional court, nurses of Jangipur Superspeciality Hospital and the women police personnel of the locality.

5. The NCC also organized the Punnet Sagar Abhiyan and World Environment Day to promote the values of social responsibilities.

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

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

**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 following commemorative days,events and festivals were observed by the institution in this academic year.

1.The college observed Independence Day on 15th August

2. Teacher's Day -5th September

3. Netaji Subhash Chandra Bose's birthday--23rd January

4. Vasant Panchami was celebrated on 16th February

5. International Women's Day was celebrated on 8th March

6.National Yoga Day on 21st June

7. No Tobacco Day

8. World Bicycle Day.

Several other events which usually the college observes with aplomb could not be organized because the campus mostly remained closed because of covid pandemic.

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

The following are the two best practices:

Best Practice 1

Title:Covid Vaccination Programme

Objective:To forestall the spread of the pandemic and alleviate fears of the raging pandemic a vaccination drive programme was necessary.

Context:The need of the hour was to stand by students and more so in educational institutions with an array of factors hampering campus life.

Practice: A vaccination drive for students and staff was undertaken by NSS & Jangipur Hospital staff on 08.03.2022 in whichapproximately 200 students received the jab of Covishield vaccine.

Evidence of Success:In times of vaccine hesitancy, the participation of students and staff indicated the willingness of all stakeholders.

Problems Encountered and Resources Required: An in-house Covid Relief Squad of the college would have been more resourceful to help the volunteers from the NSS Unit.

Best Practice 2

Title: Theatre in Education Workshop by Prof. Soumitra Basu, Rabindra Bharati University, Kolkata

Objective:To distinguish between a play-text and its performative form.

Context: To translate the plays of the syllabus, without compromising its depth in a minimalistic prosenium form and also explore the possibility of non-prosenium representation through direct participation of students.

Practice: Theatre in Education emerged as a distinct 'hybrid' of theatre and education forms in 1965. The academic text in the workshop opens itself to multiple interpretative levels.

Evidence of Success:The feedback received of 78 students indicate that the event was successful.

Problems Encountered and Resources Required: Students have hardly any idea about performance and have no experience about acting.

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

Celebration of International Women's Day by NSS on 08.03.22

The NSS Unit of Jangipur College opens a new chapter by celebrating International Women's Day spearheaded by 38 girl volunteers. On this day, they felicitated women achievers in various fields in the vicinity making the college a distinctive corridor space for young women who receive encouragement, guidance, and support to voluntarily work knowing their social responsibilities and duties.

IQAC has been emphasizing the following objectives:

1.The NSS Unit celebrated International Women's Day on 08.03.22 by felicitating and honouring the Chief Justice of Jangipur Sub-

divisional court, 9 nurses and 1 matron of Jangipur Superspeciality Hospital and 7 lady constables of Jangipur Police Station.

1. The impetus to work for girl students is conspicuous as Kanyashree Scheme has worked wonders despite the pandemic. 13 girl students benefitted from the aforesaid scheme with total amount disbursed being Rs 3,25,000/-.

2. In the same zest the Women's Cell on 05.10.21 organized a national webinar linking the pandemic of Covid-19 with domestic violence on women in India.

3.The Department of English and Equal Opportunity Centre in a national level webinar on 04.10.21 focused on the socio-political and cultural predicaments of the Dalit women.

4. The Department of English and Equal Opportunity Centre in a national level webinar on 04.10.21 focused on the socio-political and cultural predicaments of the Dalit women.

5.In an extension lecture organized by the Department of English on 15.07.2021 Mamang Dai's select poems were explored to re-consider the trials and tribulations that women weather throughout their lives.

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

7.3.2 - Plan of action for the next academic year

1. Green Audit and ISO Certification

2. Continuation of extension lecture/invited talk.

3. Purchase of books for the library utilizing RUSA 2.0.

4. Familiarizing the students about performative arts through workshop/screening of films related to the prescribed texts of CBCS.

5. A training for the students about participation in social media and related e-platforms.

6. NSS to be encouraged to organize a blood donation camp in the campus and a health check up camp in an adjacent village.

7. NCC and NSS to be encouraged to undertake nationally relevant awareness campaigns.

8. To host the 38th Annual Conference of Paschimbanga Itihash Samsad.

9. CAS of 6 teachers.

10. Completion of the renovation of the playground of the college.