



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		CHAKDAHA COLLEGE
Name of the head of the Institution		Dr. Swagata Das Mohanta
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03473242268
Mobile no.		8599951670
Registered Email		chakdahacollege1972@gmail.com
Alternate Email		chakdahacollegeiqac2014@gmail.com
Address		RABINDRANAGAR, CHAKDAHA, NADIA
City/Town		CHAKDAHA
State/UT		West Bengal
Pincode		741222
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Arun Kumar Nandi
Phone no/Alternate Phone no.	03473242268
Mobile no.	9433332475
Registered Email	anu_dipa@yahoo.com
Alternate Email	chakdahacollegeiqac2014@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://chakdahacollege.ac.in/IOAC/Pdf/AQAR/AQAR_2017-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.chakdahacollege.ac.in/IOAC/Pdf/Academic-calender/Academic_Calendar_2018-19.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.36	2008	16-Sep-2008	15-Sep-2013
2	B+	2.55	2016	16-Dec-2016	15-Dec-2021

6. Date of Establishment of IQAC	27-Jun-2014
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Students Motivation and	17-Apr-2019	80

Certificate distribution of NSEDP & Spoken and Communicative English Programme	1
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L::asset('/', 'public').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'. \$instdata->upload_special_status))}}

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

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

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

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

12

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

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

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

No

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

1. Prepare Plan of Action, 2. Submitted AQAR, 3. Collected feedback from different stakeholders analysed feedback reports, 4. Conducted meetings, 5. Conducted seminars/workshop/awareness programmes.

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

Plan of Action	Achivements/Outcomes
Plan of action (201819) 1.	Achivements (201819) 1.

Curricular activities

- i) Awareness programme on implementation of CBCSSyllabus.
 - ii) Initiatives are to be taken for skill development among students through different training programmes and implementation of certificate and diploma courses.
2. Teaching, Learning Evaluation
- i) Demarcation of syllabus, teaching plan, mode of teaching etc. are to be decided by the teachers of each department (departmental meeting) and act accordingly.
 - ii) Awareness programme is to be held regarding access to online platforms and resources in Teachinglearning process
 - iii) Encourage students' participation in Field visit and Project work .
 - iv) Plan to conduct seminars/ workshop/ group discussion etc.
 - v) Plan to collect selfappraisal report from the teachers as a part of academic audit.
3. Research, Consultancy Extension
- i) Faculty members are to be motivated and encouraged for active participation in research activities.
 - ii) Continuation of publication of the interdisciplinary College Journal (RAY).reports etc on regular basis.
 - iii) A series of talks by the eminent speakers will be arranged. Plan of action (201819)
4. Infrastructure Learning Resources
- i) Plan to effective use of virtual class room.
 - ii) Plan to improve library services (full automation) and continuation of N_LIST membership.
 - iii) Digital Id card for students and staff be introduced.
 - iv) Plan to develop physical infrastructure facilities
5. Student support Progression
- i) To ensure students' attendance according to KU Rules
 - ii) Encourage students for active participation in college NCC and NSS units.
 - iii) To collect Feedback from all stakeholders.
 - iv) To encourage activities of Placement and counselling Cell.
6. Governance, Leadership Management
- i) College Office will be fully computersied and under MIS system
 - ii) Plan to introduce biometric students attendance
 - iii) Plan to update college websites on regular basis.
7. Environment Innovation best practices
- i) Plan to ensure environment friendly

Curricular activities

- i) Several meetings of Teachers Council and departmental meetings were held to discuss effective implementation of CBCSSyllabus and semester system examination.
 - ii) Few programmes like Students' Motivation and Certificate distribution of NSEDP Spoken and Communicative English Programme, Women's Safety Awareness Programme, Cyber Crime and Security etc were held but the universioty approved certificate or diploma courses were not introduced.
2. Teaching, Learning Evaluation
- i) Teachinglearning and examination processes were conducted as per the departmental plan of action.
 - ii) Teachers and students were benefited from the training and awareness programmes of mainly two organisations (i) The institute of Computer Engineers (India) at Chakdaha College campus, and (ii) Creative MartOur Admission Website Developers.
 - iii) Field visit and Project works are conducted by different departments.
 - iv) Conducted several seminars, extension lectures, awareness programmes.
 - v) Few teachers have submitted selfappraisal report as per UGCformat but the formal academic and administrative audit (AAA) was not conducted.
3. Research, Consultancy Extension
- i) Faculty members are actively engaged in Research work and published research papers regularly
 - ii) The College Journal RAY is published on a regular basis. Departmental magazines and Reunion Souvenirs are also published on a regular basis.
 - iii) Several seminars, awareness programmes, special talks were organised by the college.
- Achievements (201819)
4. Infrastructure Learning Resources
- i) Virtual class room was used.
 - iii) Library software KOHA is effective and the students are using OPAC system for library services. NLIST membership renewed.
 - iii) Not done
 - iv) Developed some physical infrastructure facilities
5. Student support Progression
- i) Students' Declaration/PTM/ notifications for ensuring class attendance were taken.
 - ii) Students are actively

<p>campus. ii) Plan to effective use of Garden for medicinal, plant vermicomposting plant etc. iii) Plan to aware different government schemes for the benefit of students</p>	<p>participated in the NSS and NCC programmes. iii) students and parents feedback were collected. iv) Placement and counselling Cell performed different activities. 6. Governance, Leadership Management i) Partly done ii) Not done iii) Websites are updated 7. Environment Innovation best practices i) College campus is ecofriendly. ii) College has maintaining Gardening for medicinal plants and vermi composting plant. iii) Awareness camps held and Students were benefited from the schemes.</p>
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body	23-Mar-2022

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

19-Feb-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

Chakdaha College uses different information management systems in different area of activities like Online Admission and Registration of Students, Administration (attendance and financial accounting), Library services (Koha, OPAC), Teaching and Learning process, Interaction with different stakeholders (Social Media Champions), development of Websites etc. for promoting digital education in a holistic manner. Some of the important links are as follows: 1. <http://chakdahacollegeopac.kohacloud.co.in/> for Library services 2. <http://www.chakdahacollege.co.in/index.aspx> and

Offline Office Software for admission and students Management. 3. Social Media Champion of MHRD: Whatsapp, Tweeter, Facebook etc. 4. Biometric Attendance for the Teaching and nonteaching staff including Library staff

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

As an affiliated college of Kalyani University, Chakdaha College cannot design and developed UG curriculum for its own. However, few faculty members are actively engaged in curriculum planning and development at the university level. Regarding the implementation of the University specified syllabus of all programme and Honours courses, Chakdaha College Academic Sub-Committee and routine sub-committee have been played a significant role in proper and effective implementation of such syllabus through the discussions and deliberations in the meetings among the Heads of all the departments during the whole year. College class routine and teaching plan are prepared in advance for each academic year and implemented it throughout the year with minor change, if necessary.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NA	NA	Nil	0	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NA	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Bengali (H)	01/07/2018
BA	English (H)	01/07/2018
BA	Sanskrit (H)	01/07/2018
BA	Economics (H)	01/07/2018
BA	Geography (H)	01/07/2018
BA	Political Science (H)	01/07/2018
BA	History (H)	01/07/2018
BA	Philosophy (H)	01/07/2018

BSc	Chemistry (H)	01/07/2018
BSc	Physics (H)	01/07/2018
BSc	Mathematics (H)	01/07/2018
BSc	Botany (H)	01/07/2018
BSc	Zoology (H)	01/07/2018
BCom	Accountancy (H)	01/07/2018
BA	Education (Program)	01/07/2018
BSc	Statistics (Program)	01/07/2018
BSc	Computer Science (Program)	01/07/2018
BA	BA Program course	01/07/2018
BCom	B Com Program course	01/07/2018
BSc	B Sc Program Course	01/07/2018

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NA	Null	0
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Null	NA	0
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The IQAC, Chakdaha College took an initiative to collect students' feedback since the academic year 2014-2015 with a given format (both online and manual methods). The focus of the students' feedback (format-Bengali and English version) is to cover the different aspects of college e.g. overall teachinglearning, campus amenities, infrastructure (academic and

administrative) facilities, and teacher's appraisal by the students. There were 15 items on teaching-learning, campus amenities, infrastructure facilities and other 5 items on teachers' appraisal. Each item of the questionnaire was subject to 5 scales of opinion viz. A (excellent), B (good), C (fair), D (poor), E (very poor). Students are asked to put A, B, C, D or E against each item freely as per their perception and honesty. The questionnaires were distributed among the Part-III students at the time of filling up of 'forms' to appear at Part III Examination 2018. Feedback from library users are also collected and analysed. Feedbacks from students, alumni, parents are being particularly monitored by the faculties of each department and also by the administrative staff of the college. The feedbacks analysis reveals that the overall feedback from different stakeholders is satisfactory.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Accountancy(H)	78	282	74
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	4989	0	30	0	30

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
100	60	5	20	1	5
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Chakdaha College has developed a students' mentoring system department-wise in such a manner that the students of each department freely disclose their academic and personal issues to the concerned teachers. The teachers are very cooperative and helpful in this regard. Many problems of the students are solved by the teachers through discussions in remedial classes, NCC and NSS camps, Library classes etc. and some of their personal problems are solved through one-to-one correspondence. The performance of the students is monitored by the teachers through regular class tests, group discussions, in-house seminars etc. Students are also mentored through the Career Counseling and Placement Cell, and participate in cultural programmes of the college. Student feedback analysis is another technique of the student mentoring system of Chakdaha College.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4989	30	1:166

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
36	30	6	5	18

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	NA	Nil	Nil
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BA (Hons General)	Part-III	05/04/2019	02/07/2019
BCom	BCom (Hons General)	Part-III	05/04/2019	02/07/2019
BSc	BSc (Hons General)	Part-III	12/06/2019	02/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Chakdaha College has adopted various methods and techniques for the Continuous Internal Evaluation(CIE) system like internal assessment examinations (two-compulsory), class tests, field works, project works, practical classes and examinations, group discussions etc.

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

Chakdaha College has prepared Academic Calendar at the beginning of the academic year for every year. The Academic Calendar is published in the College Prospectus yearly and uploaded on the college website for wide circulation.

2.6 – Student Performance and Learning Outcomes

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

<https://www.chakdahacollege.ac.in/Pso-co.aspx>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
PLSH	BA	Political Science (Hons)	55	48	87.3
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2.7 – Student Satisfaction Survey

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

<https://www.chakdahacollege.ac.in/IOAC/Activity.aspx>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	NA	0	0
No file uploaded.				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Farmers' Awareness Programme	India Meteorological Department, New Delhi.	18/07/2018
Consumer Awareness Programme (Banking)	Bank of India, Chakdaha Branch	19/09/2018
Career Counselling Fair	About 14 numbers of organization / Institution on the field of management , hospitality management, computer related course, competitive examination, animation, tax consultant etc provide their jobs, internships, career opportunities and programs to	28/11/2018
Students' Motivation and Certificate distribution of NSEDP Spoken and Communicative English Programme	ICWAI and Department of Commerce, Chakdaha College	17/04/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
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NA	NA	NA	Null	Null
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Null
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Mathematics	5	Null
View Uploaded File			

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

Department	Number of Publication
Geography	5
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

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

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

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

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

Number of Faculty	International	National	State	Local
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Presented papers	19	15	12	0
Attended/Seminars/Workshops	33	49	31	0
No file uploaded.				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Red Ribbon Camp	NSS	4	46
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

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

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat	NSS	Swachh Bharat	4	22
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NA	NA	NA	0
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NA	NA	NA	Nil	Nil	0
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of
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			students/teachers participated under MoUs
The Institute of Computer Engineers	01/01/1994	Computer Training to staff and students	30
Creative Mart	01/01/2016	Computer software training to staff	50
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA-OPAC	Fully	21.11	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	26044	1044142	1068	362928	27112	1407070
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	Null
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	49	1	15	12	1	13	7	600	0

Added	0	1	0	0	0	0	0	0	0
Total	49	2	15	12	1	13	7	600	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

600 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	Nil

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
No Data Entered/Not Applicable !!!			

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

For augmenting infrastructure and learning resources, Chakdaha College has a structured policy and procedure for purchasing and utilising physical, academic and support facilities. Finance sub-committee, Purchase sub-committee, Maintenance Sub-committee are very active in this regard. Infrastructure facilities and learning resources to the students are published regularly in the college website and in the yearly Information Brochure at the time Admission.

<http://chakdahacollege.co.in/StudentPortal/login/index.aspx>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Free studentships	Nil	Nil
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Yoga	Nil	Nil	Nil
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	data not available	Nil	Nil	Nil	Nil
No file uploaded.					

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

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

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	0	NA	NA	NA	NA
No file uploaded.					

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

Items	Number of students selected/ qualifying
Nil	0
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
NA	NA	Nil
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5.3 – Student Participation and Activities

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

Year	Name of the	National/	Number of	Number of	Student ID	Name of the
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	award/medal	Internaional	awards for Sports	awards for Cultural	number	student
	NA	Nill	Nill	Nill	NA	NA
No file uploaded.						

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

There is a provision of student council in the college. The students are elected democratically. They are actively involved in different activities of the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The college has a registered alumni association named as ABAHOMAN to build up an emotional rapport between the ex-students and existing students. It also helps in building a very friendly atmosphere. Further, different departments organise annual re-unions under the teachers and students together.

5.4.2 – No. of enrolled Alumni:

100

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Annual Meeting

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Chakdaha College practices the form of decentralization in its true sense, following all the three important pillars of the institution, viz. academics, administration and extra-curricular activities and it is reflected in all the activities of the College through a strong and efficient Organogram of Committees / Societies including the IQAC, the Teachers' Council, Students' Union, Time Table Committee (Routine Committee) and various Cultural Committees. All the major stakeholders of the College including The Governing Body, The Principal, Teaching and Non-Teaching Staff, Parents, Students and Alumni work in a democratic way of governance following the tacit rules of accountability in execution of their duties and responsibilities. Chakdaha College under the efficient leadership of the Principal always boasts of an internal management system for implementing effective quality policies for better future. The Governing Body and the Teachers' Council constitute several committees (both Statutory and non-statutory) for the smooth functioning of the admission process, examination, journal publication, different extensive activities, encouraging research work, infrastructural developments cultural sports activities. The different committees work out their stipulated jobs with the help of active participations of the concerned teachers, non-teaching-staff and the students. The co-ordinators and the conveners of the different committees submit their reports either to the principal or the secretary of the Teachers' Council maintaining overall transparency. In this way, the transparent work forces in this Institution are going on smoothly, ensuring

healthy mode of communication from all levels.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Regarding online admission in a transparent manner, Chakdaha College adheres the rules and regulations prescribed by the Kalyani University and Government of West Bengal. Admission is strictly done on merit basis. There are two dedicated web portals for Admission in Chakdaha College.
Curriculum Development	As an affiliated college of Kalyani University, Chakdaha College cannot design and developed UG curriculum for its own. However, few faculty members are actively engaged in curriculum planning and development at the university level. Regarding the implementation of the University specified syllabus of all programme and Honours courses, Chakdaha College Academic Sub-Committee and routine sub-committee have been played a significant role in proper and effective implementation of such syllabus through the discussions and deliberations in the meetings among the Heads of all the departments during the whole year. College class routine and teaching plan are prepared in advance for each academic year and implemented it throughout the year with minor change, if necessary. There are provisions of remedial/tutorial and extra classes by arrangement, if needed, in the routine to complete the syllabus and the college class routine is uploaded on the website for smooth functioning of it.
Teaching and Learning	Regarding Teaching, Learning and Evaluation, the strategies are adopted: i) Regular classes are held as per teaching plan of the respective departments and teachers are using modern teaching aids. ii) Teachers and students are using ICT. iii) Field visits and Project works are conducted by different departments.
Library, ICT and Physical	The college has well-equipped

Infrastructure / Instrumentation

laboratory facilities. College library is fully automated and there is a huge collection of books in the library. the awareness programme on how to access library resources (physical and e-resources) is conducted to improve library services.

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

E-governance area	Details
Administration	1. http://chakdahacollegeopac.kohacloud.co.in/ for Library services 2. http://www.chakdahacollege.co.in/index.aspx and Offline Office Software for admission and students Management. 3. Social Media Champion of MHRD: Whatsapp, Tweeter, Facebook etc. 4. Biometric Attendance for the Teaching and nonteaching staff including Library staff

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	NA	Nil	Nil	Nil
No file uploaded.				

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

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

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Government Health schemes and An Institutional level Medical fund	Swasthya Sathi Scheme and an Institutional level Medical fund	Students Aid fund

6.4 – Financial Management and Resource Mobilization

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

Internal audit done by the IQAC

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

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

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	Nill
Administrative	No	Nill	Yes	Nill

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

NA

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

<p>General Provident Fund for all the institution staff is ensured through Government Treasury. ? Pensioner benefit is well streamlined and reached at the earliest to the retired staff. ? Teaching staff as well as Non-Teaching Staff benefit from the small saving schemes as Co-operative society, started by staff members themselves helping them to deposit money safely and take loans at very reasonable rates. The refund terms are staff friendly and less rigid. It is run by a committee composed of both teaching and non-teaching staff. ? Annual Increment @ 3 is given for all the regular and contractual staff. ? General insurance at 8 (??) interests is given to the regular and contractual staff.</p>
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Improvement of library services 2. Recruitment of permanent faculties 3. Development of physical infrastructures

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Seminar on 'Scores for APIs based on PBAS for Promotion of College Teachers / Librarians under CAS'	15/09/2018	15/09/2018	15/09/2018	Nil
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

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

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

Percentage of power requirement of the University met by the renewable energy sources
No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
No Data Entered/Not Applicable !!!		

7.1.4 – Inclusion and Situatedness

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

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

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

7.1.6 – Activities conducted for promotion of universal Values and Ethics

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

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

No Data Entered/Not Applicable !!!

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

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

<https://www.chakdahacollege.ac.in/IQAC/Activity.aspx>

7.3 – Institutional Distinctiveness

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

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Provide the weblink of the institution

<https://www.chakdahacollege.ac.in/IQAC/Activity.aspx>

8.Future Plans of Actions for Next Academic Year

https://chakdahacollege.ac.in/IQAC/Pdf/Action-plan/Action_Plan_2019-20.pdf