



YEARLY STATUS REPORT - 2020-2021

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 its own campus? **Yes**
- Phone no./Alternate phone no. **8599951670**
- Mobile No: **8967300985**
- Registered e-mail **chakdahacollege1972@gmail.com**
- Alternate e-mail **chakdahacollegeiqac2014@gmail.com**
- Address **RABINDRANAGAR, CHAKDAHA, NADIA**
- City/Town **CHAKDAHA**
- State/UT **WEST BENGAL**
- Pin Code **741222**

2. Institutional status

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

- Name of the Affiliating University **University of Kalyani**
- Name of the IQAC Coordinator **Dr. Arun Kumar Nandi**
- Phone No. **9051212485**
- Alternate phone No. **8967300985**
- Mobile **9433332475**
- IQAC e-mail address **anu_dipa@yahoo.com**
- Alternate e-mail address **chakdahacollegeiqac2014@gmail.com**

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

https://www.chakdahacollege.ac.in/IQAC/Pdf/AQAR/AQAR_2019-20.pdf

4. Whether Academic Calendar prepared during the year?

Yes

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

https://www.chakdahacollege.ac.in/IQAC/Pdf/Academic-calender/Academic_Calendar_2020-21.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.36	2008	16/09/2008	15/09/2015
Cycle 2	B+	2.55	2016	16/12/2016	15/12/2021

6. Date of Establishment of IQAC

27/06/2014

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NA	NA	NA	0	0

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 4

- 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 [View File](#)

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)

1. Conducted different webinars with the help of different departments to promote quality improvements in Higher education. 2. Prepared Academic calendar and Perspective plan 2020-21 and uploaded it on the website of IQAC. 3. Encouraged faculty members to use different online platforms and online study materials in the Teaching-learning process. 4. Opened up a G-suite account for the college and used it for the purposes of online classes and examinations. 5. Collected feedback from the students (online) and analyzed it for quality improvement in the College.

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
1. Plan to use of online platforms and online study materials intensively for the purposes of Teaching-learning process and examination system. process	1. Done by the faculty members of each departments
2. Plan to open up G-Suite account for the College	2. G-Suite account is opened up and its user account have been created for all the Teachers and Administrative staff.
3. Plan to conduct different National and International level Webinars on different topics	3. College has conducted several Webinars on different topics including National Education Policy 2020.
4. Plan to conduct feedback analysis from different stakeholders.	4. Conducted feedback analysis
5. Plan to conduct Academic and Administrative Audit (AAA)	5. Not done

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	16/11/2022

14. Whether institutional data submitted to AISHE

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• if yes, whether it is uploaded in the Institutional website Web link:	https://www.chakdahacollege.ac.in/IQAC/Pdf/Academic-calender/Academic_Calendar_2020-21.pdf				
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NA	NA	NA	0	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			4		
• Were the minutes of IQAC meeting(s)			Yes		

and compliance to the decisions have been uploaded on the institutional website?	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
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<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body	16/11/2022
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	31/01/2022
15. Multidisciplinary / interdisciplinary	
1. Chakdaha College is affiliated with the University of Kalyani. The college imparts higher education (UG level) to the students of different disciplines (BA/BSc/BCom Honours and Program Courses of seventeen subjects- Bengali, English, Sanskrit, Political	

Science, History, Philosophy, Economics, Geography, Physics, Chemistry, Mathematics, Botany, Zoology, Accountancy, Education, Statistics, Computer Science. Further, there is a compulsory subject of Environmental studies (ENVS) for all students.) in an effective way with strong coordination between the surrounding community and the academy through field visits and ENVS-project works. In true sense, Chakdaha College follows a multidisciplinary approach to provide a platform for diversified and quality higher education.

2. As an affiliated College, Chakdaha College meticulously plans and effectively implements the curricula, designed and developed by Kalyani University. Some of the faculty members have been actively participating in the meetings of the Board of Studies, workshops /seminars, relating to curricula- revision, development, and preparation of study materials as per new syllabi.

3. An initiative has been taken to introduce different add-on/certificate courses through both online and offline modes of education. Emphasis has also been given on seminars/workshops/field visits/study tours etc to enrich the curricula.

4. Feedbacks have been collected and analyzed through regular interaction between students and teachers, and from the different other stakeholders like alumni and parents.

16.Academic bank of credits (ABC):

1. Plan to create awareness regarding the use of Academic Bank of Credits (ABC) and Digi-locker among the students.

2. Created a Data Bank for the students' profile (particularly student information with his/her email ID and mobile number etc. are to be used for creating an ABC account for the student as and when our affiliating Kalyani University open their ABC account).

3. Plan to arrange hands-on training on how to create an ABC student account.

17.Skill development:

1. Computer training facilities with the help of the Institute of Computer Engineering (formerly DOEAC), a center of the National Institute of Electronics & Information Technology(NIELIT) are available at Chakdaha College at a very low cost. The faculties,

students, and Non-teaching staff are encouraging and motivated to participate in different computer-related courses and for hands-on training on computers.

2. Free access to college computer labs by the students.

3. Arrangements for special lectures for the augmentation of basic computer knowledge.

4. Conducting different in-house seminars/survey works/debates/Group discussions/ Quiz competitions/games and sports and encourage students to participate in such events (along with NSS and NCC) for their mental, physical, and social skill development.

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

1. There are three programs for language courses (Honours Courses in English, Bengali, and Sanskrit) at Chakdaha College.

2. Teaching-Learning system at the college is mainly Bi-lingual (Bengali and English).

3. Questions are set in both Bengali and English versions.

4. Plan to introduce online certificate/diploma courses for the Sanskrit language.

5. Arrangement for establishing a Language lab.

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

1. Creating awareness regarding Outcome-based education (OBE) among teachers.

2. An initiative has been taken to prepare and upload Programme Outcomes (POs) and Course Outcomes (COs) for the existing CBCS syllabus of different programmes (Honours and General) along with programme educational objectives (PEO).

3. Target to set model questions for each course according to Bloom's Taxonomy.

4. Plan to analyse course attainments and actions/strategies to be taken for further improvement of quality education.

20.Distance education/online education:

1. Chakdha College has a Study Centre (D-06) of Netaji Subhas Open University (NSOU) for both online and offline UG and PG courses. The study centre of Netaji Subhash Open University (NSOU) (D-06) was established in 1998 in Chakdaha College which provides UG and PG courses (including counselling) for employed and people, engaged elsewhere and also for those who can't afford to join regular courses. The centre also successfully organizes the Laboratory Counselling and Evaluation Programmes every year. The success rate of this centre is more than 90% at the UG level and 98% in PG courses. After completion, many students get opportunities in higher studies. At present, many of them are serving various sectors.

2. Chakdaha College has also a distance education study centre of DODL - Kalyani University for PG courses

3. An initiative has been taken to encourage students to participate in different online courses (IGNOU, Swayam, etc.)

Extended Profile

1.Programme

1.1	17
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	6644
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	1324
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	1280
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	34
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	37
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	34
Total number of Classrooms and Seminar halls	
4.2	85.49904
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	35
Total number of computers on campus for academic purposes	

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

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.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://chakdahacollege.ac.in/

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

1. As per CBCS syllabus and Kalyani university examination guidelines, chakdaha college has been conducted two internal examinations (based on 1. MCQ, and 2. Short answer type quetions) by each department for each semester.

2. Each department has given freedom to evaluate students' performance (both academic, social and cultural aspects) on continuous basis through debate/discussions/presentations/field works/project works/ quiz competition/re-union and cultural functions etc. by their own as and when required.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating A. All of the above

University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
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

17

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

1. Chakdaha college tries to integrate different cross cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum through the regular interactions between students and teachers, special lectures, seminars on value education, observance of the days of significance, Parent-teacher meetings, games and sports, and different activities of NSS ad NCC round the year.

2. Online teaching-learning and Councelling programmes to students and different social activities of COVID-19 Committee including visit to local villages during pandemic.

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	No File Uploaded

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

7

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

0

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

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)	No File Uploaded
Any additional information(Upload)	No File Uploaded

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

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.chakdahacollege.ac.in/IQAC/Activity.aspx

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

2947

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

1446

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

2.2 - Catering to Student Diversity

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

The college has given the freedom to each department to arrange special/tutorial/remedial classes (online/offline/hybrid modes) to bridge the knowledge gaps between advanced learners and slow learners. Every teacher is trying to take the necessary steps sincerely by providing study materials, special lectures, additional library facilities, repetition of practical classes, encouraging participation in different academic programmes, etc. to reduce the gaps between the said groups of students.

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
6644	34

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

Chakdaha College follows student-centric methods in the teaching-

learning process for enhancing their learning experiences. Some of the steps in this regard are as follows:

1. Allow students to choose subject combinations under the CBCS curriculum within a specified time period as per KU norms.
2. Allow students to describe a topic (and or do practical work in a science subject) from the syllabus of his/her own choice in front of the concerned teacher and other students during (Theoretical/practical)class hours.
3. Allow students to freely choose their topic of project work/fieldwork.
4. Allow students to access computer labs any time during college hours without hampering computer practical classes.
5. Encourage students to participate in NCC/NSS/Games and sports/cultural and other social events.
6. The visit to the library programme (a group of students with the concerned teacher) directly to access books and journals.

Chakdaha College has developed a student-centric learning system 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.

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 teachers of Chakdaha College follow the ICT-based teaching-learning process. They are upgrading their technical knowledge continuously through training, discussions, hands-on practice, and sharing such ICT knowledge with their colleagues. Most of the

teachers prepared e-contents (some of these e-resources are uploaded on the college website) for the students. G-suite, youtube, Whats App, Zoom, Skype, etc are extensively used particularly during the Covid-19 pandemic period for teaching-learning tools or virtual platforms. All teachers have G-Suite accounts and they are members of N-LIST. Teachers are using external e-resources like NDLI, Youtube, CEC, etc. in their teaching-learning process.

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

34

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

2.4 - Teacher Profile and Quality

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

34

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
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

19

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)	No File Uploaded

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

397

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	No File Uploaded

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.

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.

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 Principal, IQAC Coordinator, Academic sub-committee, and Examination sub-committee played important role in this regard. However, there is no grievance during 2020-21.

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.

Various stakeholders are aware of the programme outcomes and course outcomes offered by Chakdaha College through college websites, prospectus, student induction programmes, participation in workshops on the syllabus,etc.

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

InChakdaha College, the attainment of programme outcomes and

course outcomes are evaluated through internal and external examinations and tracking of students' performance. Alumni Association, Career Counseling cell, and the departmental re-union play an important role to collect information in this regard. Feedback from alumni through Google form by the IQAC team is another step in this direction.

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

1152

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.chakdahacollege.ac.in/IQAC/Pdf/Feedback/2020/Chakdaha%20College-Students%20Feedback%202020-21.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)	View File

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	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

18

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

3.2 - Research Publications and Awards

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

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

14

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

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

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

12

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

Name of the activity Organising unit/ agency/ collaborating agency
 Name of the scheme Year of the activity Food Distribution to the
 needy people NSS Unit Food Distribution 2020 World Environment Day
 NSS Unit Environment Awareness 2020 World Toilet Day NSS Unit 2020

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
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

3

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**12**

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)	No File Uploaded

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****1**

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****1**

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	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Chakdaha College has the following infrastructure and physical facilities for teaching- learning:

No. of Classrooms -34, No. of laboratories-12, Central Library (books 28309, N-list Member, Koha software), and the departmental library facilities.

Computing equipment- (academic administrative purposes) -No. of Desktop Computers-64, No. of Laptop-17, Virtual Classroom-1

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

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://chakdahacollege.co.in/StudentPortal/login/index.aspx

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

Chakdaha College has adequate facilities for cultural activities, sports, games (indoor and outdoor), a gymnasium, yoga centre.

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.

8

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

22

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)	No File Uploaded

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)

2.69882

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)	No File Uploaded

4.2 - Library as a Learning Resource

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

Chakdaha College Central Library is automated using Koha Software.

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 A. Any 4 or more of the above

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

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.32931

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

50

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

4.3 - IT Infrastructure

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

The college has an IT cell to review and recommend for the upgradation of IT facilities. The internet and Wi-Fi facilities are available for different stakeholders in the college.

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

4.3.2 - Number of Computers

81

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

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)

0.5

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)	No File Uploaded

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 existing physical, academic and support facilities are generally maintained by the dedicated staff of our college. The local vendors provide internet facilities. Chakdaha Municipality collects waste (hazardous and other) materials, Government Electricity Board supplies electricity to the college. Reputed company personnel is invited for repairing the concerned equipment.

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**

1762

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)	No File Uploaded

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

A. All of the above

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

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

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 benefitted 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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

23

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

312

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	No File Uploaded

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
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)

Yes.

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

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

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

Chakdaha College has a registered Alumni Association. Many of our former students are well-established in their social lives. They are engaged in different occupations such as practicing law, teaching, research activity, service sector, Bank Service, Journalism, Business, etc. They have established an Alumni Association to help the college in need.

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

5.4.2 - Alumni contribution during the year D. 1 Lakhs - 3Lakhs
(INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

? The College offers all-around education in various subjects

helping the students to contribute to national development.

? The College has adopted strategies to satisfy the needs of students from diverse backgrounds complying with all the norms of the State Government and the University of Kalyani.

? Distant learning programme through a Study Centre of Netaji Subhash Open University (NSOU) and a centre for the Directorate of Open & Distance Learning (DODL), Kalyani University at Post Graduate level that helps the otherwise engaged but interested and drop-out students to acquire higher education as well as helping them for the betterment of their professional career.

? The College has adopted strategies for enhancing Students' competencies through experiential learning and professional training. Modern technology (ICT) is used by teachers to make teaching-learning lively and interesting.

? Value-based programmes generate human values like fellow feeling, commitment to society, awareness of the environment etc. The college has adopted mechanisms (NCC, NSS) for the promotion of participation in community services through various programmes to develop value-based education.

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

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

1. 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, Academic sub-committee, Routine Sub-Committee, and Cultural Sub-Committee, etc, and NSS and NCC units. 2. 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 the execution of their duties and

responsibilities.

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

A strategic plan means the future course of actions or directions and making decisions on allocating resources to pursue the strategic plan. There are several strategic plans adopted for the development of the college. These plans were sorted out on the recommendations of the previous NAAC peer team and the IQAC of our college. Details of several plans and their implementation are mentioned below.

1. The college celebrated its prestigious golden jubilee from 21st November 2021 to 27th November 2021. On this occasion, we arranged a blood donation camp, for during the pandemic time there was a scarcity of blood in the blood bank. We also arranged a health checkup camp for the women and children of the Lodha Community. As most of the students in college come from agricultural backgrounds, we also organized a seminar for the farmers with the help of scientists of Bidhan Chandra Krishi Vishwa Vidyalaya (BCKV), Kalyani, Nadia, West Bengal.

2. A 10kwp rooftop grid-connected solar photoelectric plant, an initiative to make our environment pollution free, has been implemented with the help of the government of West Bengal and the West Bengal Pollution Control Board.

3. Apart from these we also arranged a forestation programme every year conducted by our NSS team.

4. During the pandemic time we used G-suite, a paid service of Google, for arranging online classes.

5. We also adopted the Lodha community (tribal) for the last two years to improve the health and education system of the children and the women.

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

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

At the top of the organizational structure of the college lies the Governing Body of the college which comprises the President, Principal, Nominees from the Government of West Bengal and the University of Kalyani, three teaching members, one non-teaching member, and one student representative. The principal of the college is the executive officer as well as the Drawing and Disbursing officer of the college. The principal along with the faculty members and non-teaching members guides the college in academic progress, admission, and administrative affairs. The IQAC team and the Teachers' Council played important roles in this regard. The College has an active grievance and redressal cell for the students.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	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)	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

The following welfare measures are provided to the institution staff:

A] Medical benefits:

? Government salaried Faculty members can avail of the benefits of the Government Health schemes.

? An Institutional Medical fund is created by the teaching and non-teaching staff with proper management.

? Non-teaching staff can be benefited from the Swasthya Sathi Scheme, Govt. of West Bengal.

B] Leave benefits:

? All types of leave are allowed including parental leave too. Leave accounts are maintained properly so that no staff member faces any difficulty at any point of service period.

? The institution allows duty leave for faculty members to attend various courses stipulated by the UGC like Refresher Course and Orientation Programmes.

C] Monetary benefits:

? 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 (Premium Rs. 80/= Per Month) is given to the regular and contractual staff.

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

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

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	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

21

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
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

To ensure efficacy enhancement and competency power of the teaching and the non-teaching staff in the right direction, the

institution has envisaged an effective mechanism to evaluate their performance timely. Performance appraisal system for teaching and non-teaching staff is practiced as per the guidelines of the UGC, State Government and affiliating University. The following mechanisms are in practice for the evaluation and assessment of the faculties of the college.

1. Submission of Self Appraisal Report periodically.
2. Students Evaluation Reports of teachers.
3. Reports of IQAC (acknowledged by the Principal who is the chairman of IQAC) for the performances of the teachers in teaching, research, examination, extension and other activities.
4. Analysis of Feedback from Teaching faculties and Non-teaching staff.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution has a transparent and systematic financial management machinery and techniques and conduct strict external and internal audit of both Government and non-governmental funds. As a government aided college all financial bills / vouchers, accounts of the college are audited properly. Institution conducts internal and external financial audits on a regular basis. The balance sheet and audit statements of accounts including audit reports are first placed before the finance committee for examination and then finally placed before the governing body for further examination and approval.

All the financial transactions step by step observed by the purchase committee, finance committee, Bursar and at the end by the Principal. Quotations are invited and prices are compared thoroughly. For this purpose the college has formed a purchase committee. The college conducts external financial audit of all

the grants acquired from UGC, RUSA fund, fund for seminar, workshops, etc. After the completion of each financial year the external audit takes place annually. A Chartered Accountant is appointed (who is also a panel auditor of Government aided colleges) by the college as an auditor. The audit observations, opinions and suggestions are strictly followed by the accounts department.

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)

1

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

This institution mobilizes funds and allocate sufficient provision for prospective growth of the institution, holistic development of students and welfare of the staff through the establishment of conducive and sustainable learning ambience for academic, cultural, sports, games extension activities integrating technology for e-learning and adopting e-governance to fulfill the mission of the institution. A well textured budget guides the mobilization and optimal utilization of funds. Planned and non-planned grants received from the UGC are the major source of the resource mobilization. The salary grants received from the government of West Bengal, fund received from alumni, funds received from University of Kalyani for NSS and Examination, fund

received for NCC from Government of India, funds receive from RUSA and various other funds regarding major and minor projects, scholarships received both from the State and Central Government.

Non- government funds

Assets raised by the departments

Assets raised by the alumni association (Abohoman Society)

Contribution from teachers

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

1. **Online Teaching-Learning Process and Online Resources:** Chakdaha College opened up G-Suite Account (education version) for the purpose of online teaching-learning and examination process. G-suite user accounts have been created for all faculty members and Non-teaching staff of the college. It has also been used for conducting different national and internal level Webinars on different topics. College has also adopted other web-platforms and use social media like Zoom, Skype, Whats App, YouTube, Face book etc. for the purpose of webinars, and teaching-learning process. Faculty members of each department have created E-contents as per CBCS Syllabus uploaded it on the College Website. They also access to different E-resources like NDLI, N-List etc. for the curriculum delivery and to augment the learning activities of the students. Online feedback collection and analysis regarding teaching-learning process is an important aspect to develop quality of teaching through the participation of different stakeholders.
2. **Social Awareness and Extension Activities:** The NCC, NSS units, and Nari-Sansad (Women Cell) of Chakdaha College are very active round the year and they have been conducted

several programmes like celebration and observation of National and International important Days, COVID-19 awareness and relief programs, Village adoption, Blood Donation Camps etc.

File Description	Documents
Paste link for additional information	Nil
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

IQAC-Chakdaha College significantly contributed in maintaining and upgrading the quality of education at the institutional level by suggesting and implementing innovative way of teaching-learning and examination process.

1. At the entry level, 1st semester admission, the college follows online method of admission and published all relevant information on the college admission-websites.
2. Regarding implementation and evaluation of teaching-learning process, IQAC-Chakdaha College along with Academic Sub-Committee and Routine Sub-Committee play an important role. As per the suggestions of IQAC, the college adopted an innovative way of teaching (online) by using G-suite account (especially Google meet, Google classroom) and other online platforms during pandemic situations. IQAC has also suggested for online internal examination even before the COVID-19 pandemic. The Principal, Chairperson of IQAC, frequently meets with faculties of each department to evaluate academic progress and to identify major challenges of teaching-learning process.
3. The College provides a free of cost computer training to the willing teachers, non-teaching staff and students at the college premises in assistance with "The Institute of Computer Engineers (India)" (a centre of NIELIT, formerly DOEACC Society).

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://chakdahacollege.ac.in/IQAC/Activity.aspx
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

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

1. Women Empowerment Cell (Nari Sanmsad) is functioning effectively
2. Gender sensitization programs are held.
3. Girls' units of NSS and NCC are very effective.
4. More than 50% of students are female

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

C. Any 2 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

Chakdaha College manages different types of degradable and non-degradable waste with the help of Chakdaha Municipality.

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

C. Any 2 of the above

system in the campus

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:

B. Any 3 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	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

C. Any 2 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

B. Any 3 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).

College provides an inclusive environment for academic, administrative, socio-economic, cultural and other diversities through different activities of different units (like NSS, NCC) and Sub-committees. Covid-19 Sub-committee played an important role during Covid period. Some online programmes are held during Covid period. Our cultural team and Games and sports sub-committee are very active in this regard.

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 conducts various online and offline programmes to sensitization of students and other stakeholders.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
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

File Description	Documents
Code of ethics policy document	No File Uploaded
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

Chakdaha College has observed/celebrated/organized several national and international important days, events and festivals.

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.

BEST PRACTICE 1:

TITLE OF THE PRACTICE: Chakdaha College Social Responsibility Discharge Platform (CCSRDP)- Social Extension Activities

THE CONTEXT: It aims to bring all the social extension activities of the college under one banner and foster the spirit of social service in our students so that they learn to recognize it as a larger conditioning framework of their education.

OBJECTIVES OF THE PRACTICE: The major objectives are: • To create a sense of belongingness towards the nation amongst the student • To sensitize students on the socio-economic structure of the society • To arouse the spirit of common interest to participate collectively for the social cause. • To motivate students to make a difference in society. • To create a community of selfless, caring, and committed individuals. • .To help the less advantageous sections of the society. • To provide medical help to the needy residing the in nearby areas • To help the underprivileged farmers in agricultural operations.

Best Practice - 2

TITLE OF THE PRACTICE: Career Counseling and Placement Cell
Chakdaha College offers career guidance on all aspects of career planning, job opportunities, and options of undergraduate studies for students to help them choose the right career path based on their interests and capabilities. The college under this banner works toward enhancing the individual and institutional culture to better turn out graduating students with the appropriate attitude, capability, and temperament to serve the needs of the community.

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

Chakdaha College imparts quality higher education to the students from the socially disadvantaged and marginalised section of the society with particular focus on girls education. Multidisciplinary approach to education and to ensure a conducive social relations with the village people through social awareness programmes and different extension activities are the important and thrust areas of the college. IQAC- Chakdaha College always encourage the college NCC, NSS units, and Nari-Sansad (Women Cell) to conduct various interactive programmes and social activities to promote and environmental consciousness and social awareness among students. These units of Chakdaha College are very active round the year and they have engaged students and conducted several programmes like celebration and observation of National and International important Days, COVID-19 awareness and relief programs, Village adoption, Blood Donation Camps etc. Chakdaha College has opened up G-Suite Account (education version) for the purpose of online teaching-learning and examination process. It is very useful for conducting different national and internal level Webinars on different topics.

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

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.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://chakdahacollege.ac.in/

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

1. As per CBCS syllabus and Kalyani university examination guidelines, chakdaha college has been conducted two internal examinations (based on 1. MCQ, and 2. Short answer type questions) by each department for each semester.

2. Each department has given freedom to evaluate students' performance (both academic, social and cultural aspects) on continuous basis through debate/discussions/presentations/field works/project works/ quiz competition/re-union and cultural functions etc. by their own as and when required.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
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

17

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

1. Chakdaha college tries to integrate different cross cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum through the regular interactions between students and teachers, special lectures, seminars on value education, observance of the days of significance, Parent-teacher meetings, games and sports, and different activities of NSS ad NCC round the year.

2. Online teaching-learning and Councelling programmes to students and different social activities of COVID-19 Committee including visit to local villages during pandemic.

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	No File Uploaded

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

7

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

0

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

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)	No File Uploaded
Any additional information(Upload)	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.chakdahacollege.ac.in/IQAC/Activity.aspx
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	
2947	
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

1446

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

2.2 - Catering to Student Diversity

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

The college has given the freedom to each department to arrange special/tutorial/remedial classes (online/offline/hybrid modes) to bridge the knowledge gaps between advanced learners and slow learners. Every teacher is trying to take the necessary steps sincerely by providing study materials, special lectures, additional library facilities, repetition of practical classes, encouraging participation in different academic programmes, etc. to reduce the gaps between the said groups of students.

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
6644	34

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

Chakdaha College follows student-centric methods in the teaching-learning process for enhancing their learning experiences. Some of the steps in this regard are as follows:

1. Allow students to choose subject combinations under the CBCS curriculum within a specified time period as per KU norms.
2. Allow students to describe a topic (and or do practical work in a science subject) from the syllabus of his/her own choice in front of the concerned teacher and other students during (Theoretical/practical)class hours.
3. Allow students to freely choose their topic of project work/fieldwork.
4. Allow students to access computer labs any time during college hours without hampering computer practical classes.
5. Encourage students to participate in NCC/NSS/Games and sports/cultural and other social events.
6. The visit to the library programme (a group of students with the concerned teacher) directly to access books and journals.

Chakdaha College has developed a student-centric learning system 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.

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 teachers of Chakdaha College follow the ICT-based teaching-learning process. They are upgrading their technical knowledge

continuously through training, discussions, hands-on practice, and sharing such ICT knowledge with their colleagues. Most of the teachers prepared e-contents (some of these e-resources are uploaded on the college website) for the students. G-suite, youtube, Whats App, Zoom, Skype, etc are extensively used particularly during the Covid-19 pandemic period for teaching-learning tools or virtual platforms. All teachers have G-Suite accounts and they are members of N-LIST. Teachers are using external e-resources like NDLI, Youtube, CEC, etc. in their teaching-learning process.

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

34

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

2.4 - Teacher Profile and Quality

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

34

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
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

19

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)	No File Uploaded

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

397

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	No File Uploaded

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.

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.

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 Principal, IQAC Coordinator, Academic sub-committee, and Examination sub-committee played important role in this regard. However, there is no grievance during 2020-21.

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.

Various stakeholders are aware of the programme outcomes and course outcomes offered by Chakdaha College through college websites, prospectus, student induction programmes, participation in workshops on the syllabus, etc.

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

InChakdaha College, the attainment of programme outcomes and course outcomes are evaluated through internal and external examinations and tracking of students' performance. Alumni Association, Career Counseling cell, and the departmental re-union play an important role to collect information in this regard. Feedback from alumni through Google form by the IQAC team is another step in this direction.

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

1152

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.chakdahacollege.ac.in/IOAC/Pdf/Feedback/2020/Chakdaha%20College-Students%20Feedback%202020-21.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)	View File

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

0

File Description	Documents
List of research projects and funding details (Data Template)	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**

18

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

3.2 - Research Publications and Awards

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

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

14

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

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

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

12

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

Name of the activity Organising unit/ agency/ collaborating agency Name of the scheme Year of the activity Food Distribution to the needy people NSS Unit Food Distribution 2020 World Environment Day NSS Unit Environment Awareness 2020 World Toilet Day NSS Unit 2020

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
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

3

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

12

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)	No File Uploaded

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

1

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

1

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	View File

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

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

Chakdaha College has the following infrastructure and physical facilities for teaching- learning:

No. of Classrooms -34, No. of laboratories-12, Central Library (books 28309, N-list Member, Koha software), and the departmental library facilities.

Computing equipment- (academic administrative purposes) -No. of Desktop Computers-64, No. of Laptop-17, Virtual Classroom-1

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

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://chakdahacollege.co.in/StudentPortal/login/index.aspx

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

Chakdaha College has adequate facilities for cultural activities, sports, games (indoor and outdoor), a gymnasium, yoga centre.

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.

8

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

22

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)	No File Uploaded

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)**2.69882**

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)	No File Uploaded

4.2 - Library as a Learning Resource

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

Chakdaha College Central Library is automated using Koha Software.

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**A. Any 4 or more of the above**

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

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**1.32931**

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year****50**

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

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The college has an IT cell to review and recommend for the upgradation of IT facilities. The internet and Wi-Fi facilities are available for different stakeholders in the college.

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

4.3.2 - Number of Computers**81**

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

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)

0.5

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)	No File Uploaded

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 existing physical, academic and support facilities are generally maintained by the dedicated staff of our college. The local vendors provide internet facilities. Chakdaha Municipality collects waste (hazardous and other) materials, Government Electricity Board supplies electricity to the

college. Reputed company personnel is invited for repairing the concerned equipment.

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

1762

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)	No File Uploaded

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	A. All of the above
File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
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	A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

23

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

312

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	No File Uploaded

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
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)

Yes.

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

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

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

Chakdaha College has a registered Alumni Association. Many of our former students are well-established in their social lives. They are engaged in different occupations such as practicing law, teaching, research activity, service sector, Bank Service, Journalism, Business, etc. They have established an Alumni

Association to help the college in need.

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) D. 1 Lakhs - 3Lakhs

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 College offers all-around education in various subjects helping the students to contribute to national development.

? The College has adopted strategies to satisfy the needs of students from diverse backgrounds complying with all the norms of the State Government and the University of Kalyani.

? Distant learning programme through a Study Centre of Netaji Subhash Open University (NSOU) and a centre for the Directorate of Open & Distance Learning (DODL), Kalyani University at Post Graduate level that helps the otherwise engaged but interested and drop-out students to acquire higher education as well as helping them for the betterment of their professional career.

? The College has adopted strategies for enhancing Students' competencies through experiential learning and professional training. Modern technology (ICT) is used by teachers to make teaching-learning lively and interesting.

? Value-based programmes generate human values like fellow feeling, commitment to society, awareness of the environment etc. The college has adopted mechanisms (NCC, NSS) for the promotion of participation in community services through various programmes to develop value-based education.

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

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

1. 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, Academic sub-committee, Routine Sub-Committee, and Cultural Sub-Committee, etc, and NSS and NCC units. 2. 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 the execution of their duties and responsibilities.

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

A strategic plan means the future course of actions or directions and making decisions on allocating resources to pursue the strategic plan. There are several strategic plans adopted for the development of the college. These plans were sorted out on the recommendations of the previous NAAC peer team and the IQAC of our college. Details of several plans and their implementation are mentioned below.

1. The college celebrated its prestigious golden jubilee from 21st November 2021 to 27th November 2021. On this occasion, we arranged a blood donation camp, for during the pandemic time

there was a scarcity of blood in the blood bank. We also arranged a health checkup camp for the women and children of the Lodha Community. As most of the students in college come from agricultural backgrounds, we also organized a seminar for the farmers with the help of scientists of Bidhan Chandra Krishi Vishwa Vidyalaya (BCKV), Kalyani, Nadia, West Bengal.

2. A 10kwp rooftop grid-connected solar photoelectric plant, an initiative to make our environment pollution free, has been implemented with the help of the government of West Bengal and the West Bengal Pollution Control Board.

3. Apart from these we also arranged a forestation programme every year conducted by our NSS team.

4. During the pandemic time we used G-suite, a paid service of Google, for arranging online classes.

5. We also adopted the Lodha community (tribal) for the last two years to improve the health and education system of the children and the women.

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

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

At the top of the organizational structure of the college lies the Governing Body of the college which comprises the President, Principal, Nominees from the Government of West Bengal and the University of Kalyani, three teaching members, one non-teaching member, and one student representative. The principal of the college is the executive officer as well as the Drawing and Disbursing officer of the college. The principal along with the faculty members and non-teaching members guides the college in academic progress, admission, and administrative affairs. The IQAC team and the Teachers' Council played important roles in this regard. The College has an active grievance and redressal cell for the students.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	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)	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

The following welfare measures are provided to the institution staff:

A] Medical benefits:

? Government salaried Faculty members can avail of the benefits of the Government Health schemes.

? An Institutional Medical fund is created by the teaching and non-teaching staff with proper management.

? Non-teaching staff can be benefited from the Swasthya Sathi Scheme, Govt. of West Bengal.

B] Leave benefits:

? All types of leave are allowed including parental leave too. Leave accounts are maintained properly so that no staff member faces any difficulty at any point of service period.

? The institution allows duty leave for faculty members to attend various courses stipulated by the UGC like Refresher Course and Orientation Programmes.

C] Monetary benefits:

? 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 (Premium Rs. 80/= Per Month) is given to the regular and contractual staff.

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

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

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	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

21

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
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

To ensure efficacy enhancement and competency power of the teaching and the non-teaching staff in the right direction, the institution has envisaged an effective mechanism to evaluate their performance timely. Performance appraisal system for teaching and non-teaching staff is practiced as per the guidelines of the UGC, State Government and affiliating University. The following mechanisms are in practice for the evaluation and assessment of the faculties of the college.

1. Submission of Self Appraisal Report periodically.
2. Students Evaluation Reports of teachers.
3. Reports of IQAC (acknowledged by the Principal who is the chairman of IQAC) for the performances of the teachers in teaching, research, examination, extension and other activities.
4. Analysis of Feedback from Teaching faculties and Non-teaching staff.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution has a transparent and systematic financial management machinery and techniques and conduct strict external and internal audit of both Government and non-governmental funds. As a government aided college all financial bills / vouchers, accounts of the college are audited properly. Institution conducts internal and external financial audits on a regular basis. The balance sheet and audit statements of accounts including audit reports are first placed before the finance committee for examination and then finally placed before the governing body for further examination and approval.

All the financial transactions step by step observed by the purchase committee, finance committee, Bursar and at the end by the Principal. Quotations are invited and prices are compared thoroughly. For this purpose the college has formed a purchase committee. The college conducts external financial audit of all the grants acquired from UGC, RUSA fund, fund for seminar, workshops, etc. After the completion of each financial year the external audit takes place annually. A Chartered Accountant is appointed (who is also a panel auditor of Government aided colleges) by the college as an auditor. The audit observations, opinions and suggestions are strictly followed by the accounts department.

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)**

1

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

This institution mobilizes funds and allocate sufficient provision for prospective growth of the institution, holistic development of students and welfare of the staff through the establishment of conducive and sustainable learning ambience for academic, cultural, sports, games extension activities integrating technology for e-learning and adopting e-governance to fulfill the mission of the institution. A well textured budget guides the mobilization and optimal utilization of funds. Planned and non-planned grants received from the UGC are the major source of the resource mobilization. The salary grants received from the government of West Bengal, fund received from alumni, funds received from University of Kalyani for NSS and Examination, fund received for NCC from Government of India, funds receive from RUSA and various other funds regarding major and minor projects, scholarships received both from the State and Central Government.

Non- government funds

Assets raised by the departments

Assets raised by the alumni association (Abohoman Society)

Contribution from teachers

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

1. **Online Teaching-Learning Process and Online Resources:** Chakdaha College opened up G-Suite Account (education version) for the purpose of online teaching-learning and examination process. G-suite user accounts have been created for all faculty members and Non-teaching staff of the college. It has also been used for conducting different national and internal level Webinars on different topics. College has also adopted other web-platforms and use social media like Zoom, Skype, Whats App, YouTube, Face book etc. for the purpose of webinars, and teaching-learning process. Faculty members of each department have created E-contents as per CBCS Syllabus uploaded it on the College Website. They also access to different E-resources like NDLI, N-List etc. for the curriculum delivery and to augment the learning activities of the students. Online feedback collection and analysis regarding teaching-learning process is an important aspect to develop quality of teaching through the participation of different stakeholders.
2. **Social Awareness and Extension Activities:** The NCC, NSS units, and Nari-Sansad (Women Cell) of Chakdaha College are very active round the year and they have been conducted several programmes like celebration and observation of National and International important Days, COVID-19 awareness and relief programs, Village adoption, Blood Donation Camps etc.

File Description	Documents
Paste link for additional information	Nil
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

IQAC-Chakdaha College significantly contributed in maintaining and upgrading the quality of education at the institutional level by suggesting and implementing innovative way of teaching-

learning and examination process.

1. At the entry level, 1st semester admission, the college follows online method of admission and published all relevant information on the college admission-websites.
2. Regarding implementation and evaluation of teaching-learning process, IQAC-Chakdaha College along with Academic Sub-Committee and Routine Sub-Committee play an important role. As per the suggestions of IQAC, the college adopted an innovative way of teaching (online) by using G-suite account (especially Google meet, Google classroom) and other online platforms during pandemic situations. IQAC has also suggested for online internal examination even before the COVID-19 pandemic. The Principal, Chairperson of IQAC, frequently meets with faculties of each department to evaluate academic progress and to identify major challenges of teaching-learning process.
3. The College provides a free of cost computer training to the willing teachers, non-teaching staff and students at the college premises in assistance with "The Institute of Computer Engineers (India)" (a centre of NIELIT, formerly DOEACC Society).

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://chakdahacollege.ac.in/IQAC/Activity.aspx
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

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

1. Women Empowerment Cell (Nari Sanmsad) is functioning effectively
2. Gender sensitization programs are held.
3. Girls' units of NSS and NCC are very effective.
4. More than 50% of students are female

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

C. Any 2 of the above

equipment	
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	
Chakdaha College manages different types of degradable and non-degradable waste with the help of Chakdaha Municipality.	
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	C. Any 2 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	B. Any 3 of the above

<p>vehicles</p> <p>3. Pedestrian Friendly pathways</p> <p>4. Ban on use of Plastic</p> <p>5. landscaping with trees and plants</p>	
File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded
<p>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</p>	
<p>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</p>	<p>C. Any 2 of the above</p>
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
<p>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</p>	<p>B. Any 3 of the above</p>

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).

College provides an inclusive environment for academic, administrative, socio-economic, cultural and other diversities through different activities of different units (like NSS, NCC) and Sub-committees. Covid-19 Sub-committee played an important role during Covid period. Some online programmes are held during Covid period. Our cultural team and Games and sports sub-committee are very active in this regard.

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 conducts various online and offline programmes to sensitization of students and other stakeholders.

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

<p>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</p> <p>4. Annual awareness programmes on Code of Conduct are organized</p>	<p>B. Any 3 of the above</p>								
<table border="1"> <thead> <tr> <th data-bbox="86 680 533 748">File Description</th> <th data-bbox="533 680 1406 748">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 748 533 860">Code of ethics policy document</td> <td data-bbox="533 748 1406 860" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 860 533 1151">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</td> <td data-bbox="533 860 1406 1151" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1151 533 1218">Any other relevant information</td> <td data-bbox="533 1151 1406 1218" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Code of ethics policy document	No File Uploaded	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	
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Code of ethics policy document	No File Uploaded								
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								
<p>7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals</p>									
<p>Chakdaha College has observed/celebrated/organized several national and international important days, events and festivals.</p>									
<table border="1"> <thead> <tr> <th data-bbox="86 1487 533 1554">File Description</th> <th data-bbox="533 1487 1406 1554">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1554 533 1756">Annual report of the celebrations and commemorative events for the last (During the year)</td> <td data-bbox="533 1554 1406 1756" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1756 533 1845">Geo tagged photographs of some of the events</td> <td data-bbox="533 1756 1406 1845" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1845 533 1912">Any other relevant information</td> <td data-bbox="533 1845 1406 1912" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	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	
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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								
<p>7.2 - Best Practices</p>									
<p>7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC</p>									

format provided in the Manual.

BEST PRACTICE 1:

TITLE OF THE PRACTICE: Chakdaha College Social Responsibility Discharge Platform (CCSRDP)- Social Extension Activities

THE CONTEXT: It aims to bring all the social extension activities of the college under one banner and foster the spirit of social service in our students so that they learn to recognize it as a larger conditioning framework of their education.

OBJECTIVES OF THE PRACTICE: The major objectives are: • To create a sense of belongingness towards the nation amongst the student • To sensitize students on the socio-economic structure of the society • To arouse the spirit of common interest to participate collectively for the social cause. • To motivate students to make a difference in society. • To create a community of selfless, caring, and committed individuals. • .To help the less advantageous sections of the society. • To provide medical help to the needy residing the in nearby areas • To help the underprivileged farmers in agricultural operations.

Best Practice - 2

TITLE OF THE PRACTICE: Career Counseling and Placement Cell Chakdaha College offers career guidance on all aspects of career planning, job opportunities, and options of undergraduate studies for students to help them choose the right career path based on their interests and capabilities. The college under this banner works toward enhancing the individual and institutional culture to better turn out graduating students with the appropriate attitude, capability, and temperament to serve the needs of the community.

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

Chakdaha College imparts quality higher education to the students from the socially disadvantaged and marginalised section of the society with particular focus on girls education. Multidisciplinary approach to education and to ensure a conducive social relations with the village people through social awareness programmes and different extension activities are the important and thrust areas of the college. IQAC-Chakdaha College always encourage the college NCC, NSS units, and Nari-Sansad (Women Cell) to conduct various interactive programmes and social activities to promote and environmental consciousness and social awareness among students. These units of Chakdaha College are very active round the year and they have engaged students and conducted several programmes like celebration and observation of National and International important Days, COVID-19 awareness and relief programs, Village adoption, Blood Donation Camps etc. Chakdaha College has opened up G-Suite Account (education version) for the purpose of online teaching-learning and examination process. It is very useful for conducting different national and internal level Webinars on different topics.

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

Action plan 2021-22

1. There is a plan to prepare Academic Calendar in detail and upload it on the IQAC-Website.
2. Department-wise students' induction/orientation programme be conducted for the admitted students (1st Semester) as per UGC guidelines for the same.
3. Plan for Golden Jubilee celebration (exhibition and other programmes).
4. Plan for data collection and compilation for the purpose of uploading AQAR and for the preparation of NAAC cycle 3.
5. Use online methods (Google form) for the purpose of feedback analysis from different stakeholders as far as possible.
6. Plan to introduce new Add-on courses /internship programmes department-wise.
7. Adopt another tribal village from Bankura district and proper implementation of other plans as per action plan 2019-20.
8. Renewal of G-Suite and purchase of original computer software and to form an effective IT cell in the college.
9. More and more emphasis on online classes,

examinations and online meetings. Plan to encourage paperless academic and administrative activities. 9. Plan to conduct more and more international and national level webinars, encourage faculty to participate in FDP and research programmes. Plan to improve library services. 10. Modernisation of classrooms (at least one for each department) for the purpose of the effective teaching learning process (blended mode). 11. A Room is to be equipped with a minimum support system (two beds, a wheel chair, oxygen support, Oximeters, Blood pressure machine, First Aid etc.) for medical purposes, especially for COVID-19 cases. 12. The Academic and Administrative Audit (AAA) and financial and environmental audit be conducted.