



## **YEARLY STATUS REPORT - 2021-2022**

### **Part A**

#### **Data of the Institution**

<b>1.Name of the Institution</b>		<b>CHAKDAHA COLLEGE</b>
• Name of the Head of the institution	<b>Dr. Swagata DasMohanta</b>	
• Designation	<b>Principal</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>8599951670</b>	
• Mobile No:	<b>8967300985</b>	
• Registered e-mail		
• Alternate e-mail		
• Address		
• City/Town	<b>Chakdaha</b>	
• State/UT	<b>WEST BENGAL</b>	
• Pin Code	<b>741222</b>	
<b>2.Institutional status</b>		
• Affiliated / Constitution Colleges		
• Type of Institution	<b>Co-education</b>	
• Location	<b>Urban</b>	
• Financial Status	<b>UGC 2f and 12(B)</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)	<a href="https://chakdahacollege.ac.in/IOAC/Pdf/AQAR/AQAR_2020-21.pdf">https://chakdahacollege.ac.in/IOAC/Pdf/AQAR/AQAR_2020-21.pdf</a>
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://chakdahacollege.ac.in/IOAC/Pdf/Academic-calender/Academic_Calendar_2021-22.pdf">https://chakdahacollege.ac.in/IOAC/Pdf/Academic-calender/Academic_Calendar_2021-22.pdf</a>

**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](#)

<b>9.No. of IQAC meetings held during the year</b>	<b>15</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>1. <b>Proactive quality improvement:</b> The IQAC actively engaged in continuous quality improvement initiatives throughout the year. By collaborating with faculty members and stakeholders, they identified areas that required enhancement. Subsequently, they developed action plans and diligently monitored their implementation. These efforts aimed to maintain and enhance the quality standards of the college's academic programs and administrative processes, ensuring an overall improvement in the institution's operations.</p>		
<p>2. <b>Golden Jubilee Celebrations:</b> Recognizing the significance of the college's Golden Jubilee, the IQAC organized various programs, seminars, webinars, and special lectures as part of the celebratory events. These events served as a platform to reflect on the college's remarkable journey, accomplishments, and contributions to higher education over the past fifty years. They facilitated a sense of unity and celebration among the college community, acknowledging this momentous milestone.</p>		
<p>3. <b>Integration of technology in education:</b> Understanding the importance of technology in the modern education landscape, the IQAC encouraged faculty members to utilize different online platforms and e-resources in the teaching-learning process. Additionally, they opened a G-suite account for the college, enabling seamless online learning by providing faculty members with the necessary tools and resources to conduct effective virtual classes and examinations.</p>		
<p>4. <b>NAAC accreditation preparations:</b> The IQAC took proactive initiatives for the preparation of the Self-Study Report (SSR)</p>		

required for NAAC accreditation (Cycle 3). They actively involved all stakeholders, including faculty, staff, and students, in the process. This collaborative effort ensured a comprehensive and well-rounded assessment of the college's academic and administrative capabilities, preparing the institution for the accreditation process.

**5. Student feedback-driven improvement:** The IQAC implemented online and offline feedback collection systems to gather valuable insights from students. The collected feedback was carefully analyzed to identify areas in need of improvement. Based on this analysis, necessary changes were made to enhance the overall quality of education and student satisfaction. This feedback-driven approach helped address student concerns and improve the learning experience, aligning it with their needs and expectations.

**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
Prepare detailed Academic Calendar and upload it on the IQAC-Website.	The college successfully prepared a comprehensive Academic Calendar, and it has been uploaded on the IQAC-Website.
Conduct department-wise students' induction/orientation programme for 1st Semester as per UGC guidelines.	The induction/orientation programmes for first-semester students were conducted as per UGC guidelines; however, documentation of these programs is pending.
Plan Golden Jubilee celebration with exhibition and other programmes.	The college has completed the weekly programmes for the Golden Jubilee celebration, and ongoing annual programmes related to the Golden Jubilee are being successfully executed.
Plan data collection and compilation for uploading AQAR and preparing NAAC cycle 3.	A dedicated NAAC criteria-wise committee has been formed, actively working on data collection, and is in the process of preparing for NAAC cycle 3.

Use online methods (Google form) for feedback analysis from different stakeholders.	Feedback data from students, TS, NTS, Alumni, and Parents was collected using Google forms, meticulously analyzed, and subsequently uploaded on the website.
Introduce new Add-on courses/internship programmes department-wise.	Initiatives have been taken to introduce various Add-on courses, and currently, a Yoga certificate course is successfully running.
Adopt another tribal village from Bankura district (Plan from 2019-20).	Due to a shortage of funds and the remoteness of the chosen village, it was decided to cancel the plan of adopting another tribal village from Bankura district.
Effective implementation of other plans from the 2019-20 action plan.	The majority of the plans outlined in the 2019-20 action plan have been successfully implemented.
Renew G-Suite, purchase original computer software, and form an effective IT cell.	The renewal of G-Suite is in progress, and the purchase of original computer software is underway. Plans to establish an effective IT cell within the college are in the pipeline.
Emphasize more on online classes, examinations, and meetings.	The college has successfully emphasized and executed more online classes, examinations, and meetings.
Encourage paperless academic and administrative activities.	Progress has been made in encouraging paperless practices in both academic and administrative activities, though this remains an ongoing effort.
Conduct more international and national level webinars, encourage faculty participation in FDP and research programmes.	The college continues to conduct a series of international and national-level webinars, actively encourages faculty

	participation in Faculty Development Programs (FDP), and supports engagement in research programmes.
Improve library services.	Library services have been improved to some extent, with ongoing efforts for further enhancements.
Modernize classrooms (at least one for each department) for effective teaching-learning with modern aids.	The college has partially completed the modernization of classrooms, ensuring at least one classroom for each department is equipped with modern teaching aids.
Equip a room with a minimum support system for medical purposes, especially for COVID-19 cases.	A dedicated room has been equipped with the necessary support system, including two beds, a wheelchair, oxygen support, oximeters, blood pressure machines, and first aid facilities, specifically for medical purposes, especially for COVID-19 cases.
Conduct Academic and Administrative Audit (AAA), financial audit, energy audit, and green audit.	The Academic and Administrative Audit (AAA) for the year 2021-22 has been successfully completed. A dedicated team comprising both external and internal members diligently carried out the audit process.
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
<b>Name</b>	<b>Date of meeting(s)</b>
<b>Governing Body (GB)</b>	<b>16/11/2022</b>
<b>14. Whether institutional data submitted to AISHE</b>	

Year	Date of Submission
2021-22	19/01/2023

### 15. Multidisciplinary / interdisciplinary

In the context of the National Education Policy (NEP) 2020, multidisciplinary and interdisciplinary approaches play a crucial role in shaping the education system. Chakdaha College, with its diverse range of disciplines and initiatives, aligns with the multidisciplinary framework promoted by the NEP 2020. Here are the relevant points in this context:

**Diversified Education:** Chakdaha College offers undergraduate programs in various disciplines, including humanities, sciences, and commerce. The college provides a platform for diversified and quality higher education, catering to the needs and interests of students across different subjects. This multidisciplinary approach allows students to explore and specialize in their chosen fields.

**Curriculum Development:** As an affiliated college, Chakdaha College actively participates in curriculum-related activities. Faculty members contribute to meetings of the Board of Studies, workshops, and seminars for curricula revision and development. Their involvement ensures that the curriculum aligns with the interdisciplinary approach and reflects the latest educational trends and requirements.

**Add-On and Certificate Courses:** The college has taken the initiative to introduce various add-on and certificate courses through both online and offline modes. These courses offer students opportunities to pursue interdisciplinary interests and acquire additional skills beyond their core disciplines. Seminars, workshops, field visits, and study tours are also organized to enrich the curricula and provide interdisciplinary exposure.

**Stakeholder Feedback:** Chakdaha College actively collects feedback from students, teachers, alumni, and parents. This feedback helps in understanding the perspectives and needs of stakeholders, allowing the college to make informed decisions regarding curriculum improvements, teaching methods, and overall quality enhancement. This feedback-driven approach aligns with the NEP 2020's emphasis on continuous evaluation and improvement.

Overall, Chakdaha College's multidisciplinary approach, curriculum development initiatives, focus on add-on courses, and stakeholder engagement through feedback collection align with the objectives and principles of the NEP 2020. The college strives to provide a holistic and interdisciplinary learning experience to its students, fostering their intellectual growth and preparing them for the challenges of the modern world.

### 16. Academic bank of credits (ABC):



**Academic Bank of Credits (ABC) at Chakdaha College:** By actively creating awareness, establishing a Data Bank, and organizing training sessions, the IQAC demonstrates its commitment to implementing the Academic Bank of Credits system. These efforts aim to empower students with a secure and accessible platform for their academic records and facilitate a seamless transition to the ABC system in collaboration with the affiliating Kalyani University.

- 1. Awareness Campaign:** The IQAC actively created awareness among the students about the Academic Bank of Credits (ABC) and Digi-locker. Students were informed about the benefits and importance of having an ABC account and utilizing Digi-locker for storing and accessing their academic records securely.
- 2. Data Bank Creation:** To facilitate the process of creating ABC accounts for students, the IQAC established a Data Bank. This bank stored essential student information, including email IDs and mobile numbers required for creating ABC accounts once the affiliating Kalyani University opens their ABC accounts. This step ensured that the necessary details were readily available for a smooth transition to the ABC system.
- 3. Hands-on Training:** Recognizing the importance of training, the IQAC has taken initiatives to organize hands-on training sessions for various stakeholders. These sessions aim to educate students, faculty members, and other relevant individuals on how to create an ABC student account. The training provides step-by-step guidance, ensuring that all stakeholders are well-versed in the process of utilizing ABC effectively.

#### **17.Skill development:**

**Skill development at Chakdaha College:**

- 1. Computer Training Facilities:** Chakdaha College offers computer training facilities in collaboration with the Institute of Computer Engineering (formerly DOEAC), a center of the National Institute of Electronics & Information Technology (NIELIT). These courses are available at a low cost and aimed at enhancing computer skills. Faculty members, students, and non-teaching staff are encouraged and motivated to participate in these courses and receive hands-on training.
- 2. Free Access to College Computer Labs:** Students have free access to the college computer labs, providing them with the opportunity to practice and improve their computer skills. This ensures that students have ample resources to enhance their digital literacy and proficiency.
- 3. Special Lectures:** Chakdaha College arranges special lectures to augment basic computer knowledge among students. These lectures aim to provide foundational understanding and skills in computer usage, software applications, and digital technologies.
- 4. In-House Seminars and Competitions:** The college organizes various in-house activities such as seminars, survey works, debates,



group discussions, quiz competitions, and games and sports. These events, along with the participation of students in organizations like NSS and NCC, contribute to their mental, physical, and social skill development. These platforms encourage students to showcase their talents, enhance their communication skills, and foster teamwork. Chakdaha College prioritizes skill development by providing computer training facilities, free access to computer labs, special lectures, and organizing in-house seminars and competitions. These initiatives aim to equip students with essential computer skills and foster their overall development.

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

Appropriate integration of Indian Knowledge system at Chakdaha College: Language Courses: Chakdaha College offers three Honours courses in English, Bengali, and Sanskrit, providing students with the opportunity to study and specialize in Indian languages. These courses contribute to the preservation and promotion of the Indian Knowledge system by emphasizing the importance of language and literature. Bilingual Teaching-Learning System: The college adopts a bilingual approach in its teaching-learning system, using both Bengali and English as mediums of instruction. This approach allows students to engage with academic content in their native language while also developing proficiency in English, enabling a comprehensive understanding of both Indian and global knowledge systems. Multilingual Question Papers: Chakdaha College ensures inclusivity by setting examination question papers in both Bengali and English versions. This practice accommodates students' language preferences and facilitates their ability to demonstrate knowledge effectively. Online Language Courses: In line with the guidelines of NEP 2020, Chakdaha College plans to introduce online certificate and diploma courses for the Sanskrit language. This initiative aims to provide accessible and flexible language learning opportunities for students, promoting the Indian Knowledge system through digital platforms. Language Lab Establishment: Chakdaha College is making arrangements to establish a language lab. This facility will support language learning and enable students to practice and enhance their language skills through interactive and technology-enabled activities. Future Introduction of Hindi Language: As part of its commitment to the Indian Knowledge system, Chakdaha College has plans to introduce Hindi as an elective subject in the future curriculum. This step will further expand the range of Indian languages offered at the college, promoting linguistic diversity and cultural understanding. Chakdaha College strives to implement the guidelines of NEP 2020 by integrating the Indian Knowledge system

through language courses, a bilingual teaching-learning system, multilingual question papers, online language courses, the establishment of a language lab, and the future introduction of Hindi language. These initiatives foster a rich educational environment that values and preserves the cultural and linguistic heritage of India.

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

**Focus on Outcome-Based Education (OBE) at Chakdaha College:** Chakdaha College recognizes the significance of Outcome-Based Education (OBE) as a strategy aligned with the objectives of NEP 2020. The college has implemented several measures to prioritize OBE within its Choice-Based Credit System (CBCS) curriculum. These initiatives aim to ensure quality education and enhance student learning outcomes.

**Teacher Awareness:** Chakdaha College actively promotes awareness among its teachers regarding Outcome-Based Education. Workshops, seminars, and training sessions are organized to familiarize faculty members with the principles and practices of OBE. This helps them align their teaching methods and assessments with the desired learning outcomes.

**Development of Outcomes:** The college has prepared and uploaded Programme Outcomes (POs) and Course Outcomes (COs) on its website. These outcomes define the knowledge, skills, and attitudes that students should acquire upon completing their programs and courses.

**Model Questions and Bloom's Taxonomy:** Chakdaha College aims to enhance the assessment process by setting model questions for each course based on Bloom's Taxonomy. These questions are designed to evaluate students' understanding, application, analysis, synthesis, and evaluation skills. The use of Bloom's Taxonomy ensures that assessments align with the desired cognitive levels of learning outcomes.

**Course Attainment Analysis:** The college plans to analyze course attainments regularly. This involves evaluating the extent to which students are achieving the desired learning outcomes. Based on the analysis, specific actions and strategies will be implemented to further improve the quality of education and enhance student outcomes.

**Result Analysis and Career Opportunities:** Chakdaha College meticulously reviews the results of final examinations. Faculty members and administrators engage in detailed discussions to identify areas of improvement and provide feedback to students. Additionally, efforts are made to search for potential job opportunities and career pathways for students, ensuring that their learning outcomes align with real-world requirements and demands.

#### **20.Distance education/online education:**

**Distance Education/Online Education at Chakdaha College:** Chakdaha

College recognizes the importance of providing accessible education opportunities to a diverse range of learners through distance education and online platforms. The college has taken several initiatives to facilitate distance learning and online education, collaborating with renowned institutions and national agencies. These efforts aim to cater to the needs of working professionals, individuals with other commitments, and those who may face limitations in pursuing regular on-campus courses.

**Netaji Subhas Open University (NSOU) Study Centre:** Chakdaha College established a Study Centre (D-06) of Netaji Subhas Open University (NSOU) in 1998. This study center offers both online and offline UG and PG courses. It provides a platform for employed individuals and others who are unable to attend regular courses, allowing them to pursue higher education. The NSOU Study Centre at Chakdaha College conducts counseling sessions, laboratory counseling, and evaluation programs to support students' learning. With a remarkable success rate of over 90% at the UG level and 98% in PG courses, graduates from this program often pursue higher studies or find employment in various sectors.

**Directorate of Open and Distance Learning (DODL) Study Centre:** Chakdaha College also hosts a distance education study center (Code-48) of the Directorate of Open and Distance Learning (DODL) at Kalyani University. This center offers PG courses in subjects such as Bengali, English, History, and Education. Students have the opportunity to enroll in M.A. programs through the DODL study center, allowing them to pursue higher education without the constraints of regular classroom attendance.

**Participation in Online Courses:** Chakdaha College actively encourages students to engage in online courses offered by national agencies such as the Indira Gandhi National Open University (IGNOU), MOOCs (Massive Open Online Courses), SWAYAM, NPTEL, NCERT, and more. By participating in these online learning programs, students can expand their knowledge, acquire new skills, and enhance their educational experience beyond the traditional classroom setting. Through the establishment of study centers and support for online learning, Chakdaha College strives to make education accessible to a wider audience and provide flexible learning opportunities. These initiatives enable individuals to pursue higher education at their own pace and convenience, contributing to their personal and professional growth.

## 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	<a href="#">View File</a>

**2.Student**

2.1 **7230**

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2 **1324**

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 **1550**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

**3.Academic**

3.1 **34**

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 **37**

Number of Sanctioned posts during the year

## 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	<a href="#">View File</a>

### 2.Student

2.1	7230
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	1324
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	1550
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1	34
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	37
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	No File Uploaded
<b>4.Institution</b>	
4.1	34
Total number of Classrooms and Seminar halls	
4.2	13.71571
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	50
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

Chakdaha College, as an affiliated college of Kalyani University, employs a well-planned and documented process to ensure effective curriculum delivery. This process consists of several key elements.

First, while the college cannot create its own undergraduate curriculum, faculty members participate in discussions and deliberations at the university level to contribute to curriculum development and ensure adherence to academic standards.

Second, the college has established sub-committees such as the Academic Sub-Committee, Routine Sub-Committee, and the Examination Sub-committee, which hold regular meetings with department heads to oversee the implementation of the university-specified syllabus. These meetings address any syllabus-related issues and ensure effective implementation.

Third, comprehensive documentation is maintained by the respective departments, encompassing records of curriculum planning meetings, syllabus discussions and delineations of syllabus among teachers. This documentation ensures transparency, accountability, and serves as a reference for future use.

Lastly, Chakdaha College prepares class routines and teaching plans in advance for each academic year, aligning them with the university's syllabus. These plans are implemented with minor adjustments if necessary, ensuring organized curriculum delivery and comprehensive coverage of topics within the allotted time. Through this well-structured process, the college upholds its commitment to delivering quality education in line with the university's syllabus, with the involvement of faculty members and the maintenance of thorough records playing vital roles in achieving effective curriculum delivery.

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

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

Chakdaha College adheres to the academic calendar, including the conduct of Continuous Internal Evaluation (CIE). The institution follows the guidelines outlined by the CBCS syllabus and Kalyani University for this purpose.

To assess students' progress and understanding, each department at Chakdaha College conducts two internal examinations for each semester. These examinations consist of two types of questions: multiple-choice questions (MCQ) and short answer type questions. The college ensures that these internal examinations are conducted as per the prescribed schedule and in accordance with the academic calendar.

Moreover, Chakdaha College provides departments with the flexibility to evaluate students' performance continuously throughout the semester. This evaluation encompasses not only academic aspects but also social and cultural aspects. Departments have the autonomy to employ various methods such as debates, discussions, presentations, fieldworks, project works, quiz



competitions, reunions, and cultural functions to assess students' overall performance. These assessments can be conducted as and when required by the department.

By adhering to the academic calendar and conducting Continuous Internal Evaluation, Chakdaha College ensures a comprehensive assessment of students' progress and development. The use of various evaluation methods allows for a holistic understanding of students' abilities beyond academic performance, encompassing social and cultural aspects as well. This approach aligns with the CBCS syllabus and promotes a well-rounded education for the students at Chakdaha College.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://chakdahacollege.ac.in/IOAC/Pdf/Academic-calendar/">https://chakdahacollege.ac.in/IOAC/Pdf/Academic-calendar/</a>

**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	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>

## 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)	<a href="#">View File</a>

### 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)

5

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

2231

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

1892

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

Chakdaha College is committed to integrating cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment, and Sustainability into its curriculum. The college employs various methods and activities to achieve this integration and promote awareness and understanding among students.

Regular interactions between students and teachers play a crucial role in addressing these cross-cutting issues. Special lectures, seminars, and workshops on value education are organized, providing students with insights into professional ethics, gender equality, human values, and environmental sustainability. The college also observes significant days related to these issues, reinforcing their importance.

Parent-teacher meetings serve as platforms for discussions on these cross-cutting issues, involving parents or guardians and fostering collaboration between home and the educational institution.

Extracurricular activities, including games, sports, and involvement in organizations like the NSS and NCC, provide students with opportunities to engage with and develop a sense of responsibility towards these issues.

Even during the COVID-19 pandemic, Chakdaha College has adapted by conducting online teaching and counseling programs for students. The college's COVID-19 Committee has undertaken social activities, including visits to local villages, to provide support and raise awareness about these cross-cutting issues.

Through these initiatives, Chakdaha College ensures that students are exposed to and actively engaged in understanding and promoting professional ethics, gender equality, human values, environmental sustainability, and other relevant cross-cutting issues throughout their educational journey. By integrating these issues into the curriculum, the college aims to foster well-rounded individuals who are aware of and committed to ethical, social, and environmental responsibilities.

File Description	Documents
Any additional information	<a href="#">View File</a>
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

9

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)	No File Uploaded

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

2800

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	No File Uploaded
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	<a href="#">View File</a>
URL for feedback report	<a href="https://chakdahacollege.ac.in/IQAC/Pdf/Feedback/2020/Chakdaha%20College-Students%20Feedback%202020-21.pdf">https://chakdahacollege.ac.in/IQAC/Pdf/Feedback/2020/Chakdaha%20College-Students%20Feedback%202020-21.pdf</a>

**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**

**3170**

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

**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**

**1509**

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

## **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

Chakdaha College acknowledges the importance of assessing students' learning levels and ensuring equal opportunities for both advanced learners and slow learners. The college grants each department the autonomy to organize special/tutorial/remedial classes through various modes such as online, offline, or hybrid formats. These classes aim to bridge the knowledge gaps between different groups of students.

Teachers at Chakdaha College are dedicated to taking the necessary steps to support students in their academic progress. They provide study materials, conduct special lectures, and offer additional library facilities to facilitate learning. Practical classes are repeated when necessary to ensure that students grasp the concepts effectively. Moreover, teachers actively encourage participation in different academic programs to enhance students' understanding and engagement.

By implementing these measures, Chakdaha College strives to reduce the gaps between advanced learners and slow learners. The college recognizes that each student has unique learning needs and aims to provide tailored support to help all students reach their full potential. The freedom given to departments allows for flexibility in addressing the specific requirements of different learners.

Overall, Chakdaha College's commitment to organizing special programs and classes demonstrates its dedication to creating an inclusive learning environment. By offering additional resources, personalized attention, and opportunities for academic engagement, the college aims to bridge the gaps between students with

different learning abilities and ensure that all students receive the support they need to succeed academically.

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
7202	101

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 is dedicated to a student-centric approach in its teaching-learning process to enrich students' learning experiences. Several measures have been implemented to empower students and provide them with more control over their academic journey.

The college allows students to choose their subject combinations within the CBCS curriculum, enabling them to align their studies with their interests and career goals. Students are also given the opportunity to present topics of their choice or engage in practical work during class hours, promoting experiential learning and active participation.

In addition, students have the freedom to select their own project work or fieldwork topics, encouraging autonomy and deeper exploration of their interests. The college provides open access to computer labs, ensuring convenient availability of resources for academic work.

Chakdaha College actively promotes student participation in



extracurricular activities such as NCC, NSS, sports, cultural events, and social activities, fostering holistic development and hands-on learning opportunities.

Furthermore, the college facilitates library visits for groups of students, accompanied by teachers, allowing direct access to books and journals and promoting self-directed learning.

The institution has created a supportive environment where students feel comfortable discussing their academic and personal issues with teachers. Through remedial classes, NCC and NSS camps, library classes, and one-to-one correspondence, teachers address student problems and provide personalized guidance.

By embracing these student-centric methods, Chakdaha College aims to enhance students' engagement, motivation, and overall learning experiences. The college strives to create a nurturing and inclusive learning environment that empowers students to succeed academically and personally.

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 at Chakdaha College are committed to utilizing ICT-enabled tools for an effective teaching-learning process. They continuously upgrade their technical knowledge through training, discussions, hands-on practice, and sharing their ICT expertise with colleagues.

Many teachers have developed e-content resources, some of which are uploaded on the college website. They make use of various ICT tools and platforms such as G-suite, YouTube, WhatsApp, Zoom, Skype, etc., particularly during the Covid-19 pandemic, to facilitate teaching and learning in virtual environments.

All teachers have G-suite accounts, enabling them to utilize the collaborative features and resources available through Google's suite of applications. They are also members of N-LIST, which

provides access to a wide range of e-resources for academic purposes.

In addition to internal resources, teachers incorporate external e-resources such as the National Digital Library of India (NDLI), YouTube, Consortium for Educational Communication (CEC), etc., into their teaching-learning process. These resources enrich the learning experience by providing supplementary materials, multimedia content, and access to a diverse range of educational materials.

By integrating ICT-enabled tools into their teaching practices, the teachers at Chakdaha College enhance the learning experience for students. They leverage technology to deliver engaging content, facilitate remote learning, and utilize a variety of resources to support their instructional methods. The utilization of ICT tools ensures a dynamic and interactive learning environment, keeping pace with the advancements in technology and catering to the diverse needs of students.

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

101

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**

35

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**

432

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 established a transparent and robust mechanism for internal assessment to evaluate students' performance effectively. The college employs various methods and techniques as part of the Continuous Internal Evaluation (CIE) system.

Internal assessment examinations are conducted, with two compulsory assessments held throughout the academic year. These assessments provide opportunities for students to demonstrate their understanding and knowledge in a controlled examination setting.

Additionally, class tests are used to evaluate students' progress and comprehension of the subjects taught. Field works, project works, and practical classes and examinations are incorporated to assess students' skills and their application of theoretical knowledge in real-world scenarios.

Group discussions are also utilized to foster collaborative learning and assess students' communication and critical thinking abilities.

The college's approach to internal assessment emphasizes frequent evaluations, allowing for a comprehensive understanding of students' progress. The assessment modes are designed to ensure fairness and transparency in evaluating students' academic achievements.

Through this transparent and robust mechanism, Chakdaha College aims to provide students with a well-rounded evaluation process that assesses their knowledge, skills, and application abilities. The internal assessment system plays a crucial role in monitoring and guiding students' progress, contributing to their overall development and academic success.

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

Chakdaha College has established a transparent, time-bound, and efficient mechanism to address internal examination-related grievances. The Principal, IQAC Coordinator, Academic Sub-Committee, and Examination Sub-Committee play vital roles in ensuring the effectiveness of this process.

The Principal, as the administrative head, provides oversight and guidance to the grievance redressal process. They ensure that the mechanism operates smoothly and that all grievances are addressed in a fair and timely manner.

The IQAC Coordinator, responsible for quality enhancement, contributes to resolving examination-related grievances by aligning the mechanism with the college's quality assurance policies. They work in collaboration with other stakeholders to ensure the integrity of the process.

The Academic Sub-Committee and Examination Sub-Committee, comprising faculty members and administrators, actively participate in addressing grievances. They conduct thorough investigations and make fair decisions to resolve complaints related to internal examinations.

The mechanism emphasizes transparency, ensuring that all stakeholders have a clear understanding of the process. It operates within a specified timeframe, ensuring timely resolution and avoiding unnecessary delays.

Chakdaha College's commitment to addressing internal examination grievances promptly and effectively is demonstrated through the involvement of key stakeholders and the establishment of a transparent and well-structured mechanism. By upholding transparency, efficiency, and timely resolution, the college maintains the integrity of its internal examination system and instills confidence among students and faculty members.

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.

Chakdaha College ensures that teachers and students are well-informed about the stated Programme and course outcomes of the Programs offered. The college utilizes various channels such as the college website, prospectus, student induction programs, and workshops on the syllabus to disseminate this information. Stakeholders can access the programme outcomes and course outcomes through the college website and prospectus, gaining a clear understanding of the expected learning outcomes. Student induction programs provide an opportunity to introduce new students to the outcomes, setting the foundation for their academic journey. Participation in syllabus workshops further enhances the understanding of the outcomes for both teachers and students. Through these measures, Chakdaha College promotes awareness and alignment of expectations, ensuring that all stakeholders have a shared understanding of the educational outcomes they can expect to achieve.

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.

Chakdaha College evaluates the attainment of Programme outcomes and course outcomes through various methods. Internal and external examinations are conducted to assess students' performance and their achievement of the desired outcomes. Additionally, the institution tracks students' performance and progress over time to gauge the extent to which the outcomes are being met.

The college actively involves stakeholders such as the Alumni Association, Career Counseling cell, and departmental re-union in collecting information related to the attainment of outcomes. These entities provide valuable insights and feedback regarding the practical application of the knowledge and skills gained through the programs.

To gather alumni feedback, the IQAC team utilizes Google forms as a tool. This allows alumni to provide their perspectives on the relevance and effectiveness of the attained outcomes and the impact of their education on their professional and personal lives.

By employing a comprehensive evaluation approach that includes examinations, performance tracking, and feedback from alumni and other stakeholders, Chakdaha College ensures a thorough assessment of the attainment of Programme outcomes and course outcomes. This information helps the institution identify areas of improvement and make necessary adjustments to enhance the educational experience and outcomes for future students.

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

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

1452

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	No File Uploaded
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://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)	No File Uploaded

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

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

**3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year****3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

30

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

7

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 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

11

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

Chakdaha College organizes extension activities throughout the year to sensitize students to social issues and promote their holistic development. These activities have a positive impact on

the neighborhood community. Students actively participate in various events and programs:

Food distribution drives help support underprivileged individuals in the community.

On World Environment Day, students engage in tree planting drives and cleanliness campaigns.

Awareness programs on World Toilet Day emphasize the importance of proper sanitation and hygiene.

Seminars on women empowerment and legal awareness educate students about gender equality and women's rights.

Yoga education camps promote physical and mental well-being.

International Women's Day is celebrated with and awareness campaigns.

International Mother Language Day is commemorated, fostering pride in linguistic diversity.

Covid-19 vaccination camps ensure student safety and well-being.

These extension activities allow students to develop a deeper understanding of social issues, empathy, and a sense of responsibility. They actively contribute to the community and experience personal growth. Chakdaha College's commitment to holistic development through these activities creates a positive impact on both students and the neighborhood community.

File Description	Documents
Paste link for additional information	<a href="https://chakdahacollege.ac.in/Events.aspx">https://chakdahacollege.ac.in/Events.aspx</a>
Upload any additional information	No File Uploaded

### **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**

8

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)	<a href="#">View File</a>

**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**

462

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**

3

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**

5

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

## 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 boasts adequate infrastructure and physical facilities to support effective teaching and learning. The institution provides the following facilities:**

**Classrooms:** Chakdaha College has 34 classrooms where academic sessions are conducted.

**Laboratories:** There are 12 well-equipped laboratories to cater to the practical requirements of various subjects.

**Central Library:** The college has a central library with an extensive collection of more than 28,000 books. The library is a member of the N-list consortium and utilizes the Koha software as a Library Management System. It also provides access to digital resources.

**Departmental Libraries:** In addition to the central library, departmental libraries are available to cater to the specific needs of different academic departments.

**Computing Equipment:** Chakdaha College possesses over 80 desktop computers and laptops for academic and administrative purposes. The college also has a virtual classroom equipped with Intellispace and classrooms with projector facilities to enhance the learning experience.

The college has a well-structured policy and procedure for the procurement and utilization of physical, academic, and support facilities. The finance sub-committee, purchase sub-committee, and maintenance sub-committee actively oversee these aspects.

To ensure transparency, information about infrastructure facilities and learning resources for students is regularly published on the college website and in the yearly Information Brochure during the admission process.

Chakdaha College's commitment to providing adequate infrastructure and resources reflects its dedication to facilitating a conducive learning environment for its students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.chakdahacollege.ac.in/SSR/Ssr3rd/Criterion4/4.1.1_AdditionalInformation.pdf">Web Link: https://www.chakdahacollege.ac.in/SSR/Ssr3rd/Criterion4/4.1.1_AdditionalInformation.pdf</a>

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

**Chakdaha College recognizes the importance of holistic development**

and provides adequate facilities for cultural activities, sports, games (both indoor and outdoor), a gymnasium, and a yoga center. These facilities cater to the diverse interests and well-being of the students.

**Cultural Activities:** The college offers dedicated spaces such as AC conference room, and multipurpose halls to organize cultural events, including music concerts, dance performances, drama, and literary activities.

**Sports and Games:** Chakdaha College has used a well-maintained sports grounds and courts developed by the Chakdaha Municipality for the purposes various outdoor sports like cricket, football, basketball, and volleyball. Additionally, indoor sports facilities are available for games such as table tennis, chess, carrom, and badminton. These facilities encourage students to participate in physical activities and foster a spirit of healthy competition.

**Gymnasium:** The college provides a well-equipped gymnasium with modern exercise equipment to promote physical fitness among students. The gymnasium allows students to engage in regular workouts and maintain a healthy lifestyle.

**Yoga Center:** Recognizing the importance of yoga in promoting physical and mental well-being, Chakdaha College has a dedicated yoga center. Students can participate in yoga sessions and learn various asanas, breathing techniques, and meditation practices.

By offering these facilities, Chakdaha College encourages students to engage in co-curricular and extracurricular activities that contribute to their overall development.

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.

12

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

26



File Description	Documents
Upload any additional information	<a href="#">View File</a>
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)

87.59230

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

## 4.2 - Library as a Learning Resource

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

Chakdaha College Central Library has undergone automation with the implementation of an Integrated Library Management System (ILMS) using Koha Software. This automation has brought several benefits to the library and its users. The key highlights of the automated system include:

**Koha Software:** The library utilizes the Koha Software, an open-source ILMS, to efficiently manage cataloging, circulation, and acquisitions processes.

**Online Public Access Catalog (OPAC):** Users can easily search for books and resources through the user-friendly OPAC, which provides comprehensive information about availability and location.

**N-LIST Membership:** The library is a member of the N-LIST consortium, granting access to a wide range of electronic resources, including e-books, e-journals, and databases.

**Enhanced Efficiency:** Automation simplifies routine tasks such as cataloging and circulation, saving time and reducing errors. Library staff can operate more efficiently.

**Improved Accessibility:** The ILMS enables users to search and request materials online, track due dates, and renew items, providing a seamless borrowing experience.

**Data Security:** The automated system ensures the security and integrity of library records and user information, preserving data accuracy and confidentiality.

Chakdaha College Central Library's automation with Koha Software enhances operations, optimizes services, and facilitates greater accessibility to resources. Users benefit from a streamlined experience and a wider range of electronic materials, enhancing their research and academic capabilities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://www.chakdahacollege.ac.in/SSR/Ssr3rd/Criterion4/4.2.1_AdditionalInformation.pdf">Web Link: https://www.chakdahacollege.ac.in/SSR/Ssr3rd/Criterion4/4.2.1_AdditionalInformation.pdf</a>

**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)

0.08935

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

60

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

Chakdaha College recognizes the importance of IT facilities and takes regular measures to update and improve them, including Wi-Fi access. The institution has an IT cell dedicated to reviewing and recommending upgrades to IT infrastructure. Here are some key points regarding IT facilities at Chakdaha College:

**IT Cell:** Chakdaha College has an IT cell responsible for assessing the existing IT facilities and recommending necessary upgrades. This cell ensures that the college keeps pace with technological advancements and provides the best possible IT resources to its stakeholders.

**Internet and Wi-Fi:** The college provides internet connectivity and Wi-Fi facilities to cater to the needs of students, faculty, staff, and other stakeholders. These facilities enable seamless

access to online resources, research materials, and collaborative platforms.

**Regular Upgradation:** Chakdaha College is committed to improving its IT facilities over time. This involves upgrading hardware, software, and network infrastructure to keep up with evolving technologies and meet the growing demands of the college community.

By frequently updating its IT facilities, including Wi-Fi access, Chakdaha College ensures that students and faculty have the necessary tools and resources to enhance their learning and research experiences. The institution's focus on improving IT facilities reflects its commitment to staying at the forefront of technology and providing a conducive environment for academic pursuits.

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

#### 4.3.2 - Number of Computers

90

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)

99.99266

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

Chakdaha College has established systems and procedures in place for the maintenance and utilization of its physical, academic, and support facilities, including laboratories, libraries, sports complexes, computers, and classrooms.

The dedicated staff at Chakdaha College is responsible for maintaining the existing facilities. They ensure that the infrastructure is kept in good condition, performing regular checks, and addressing any issues that may arise.

Internet facilities are provided by local vendors, ensuring smooth connectivity for students, faculty, and staff.

Waste management, including the disposal of hazardous and other materials, is handled by Chakdaha Municipality. The college collaborates with the municipality to ensure proper waste management practices are implemented.

Electricity supply to the college is provided by the Government Electricity Board. This ensures a reliable power source for the functioning of various facilities and equipment.

In the event of equipment breakdown or maintenance needs, Chakdaha College seeks assistance from reputed company personnel who specialize in repairing the specific equipment or facilities.

Their expertise ensures that any repairs or maintenance tasks are carried out efficiently.

By adhering to established systems and procedures, Chakdaha College ensures the smooth functioning and optimal utilization of its physical, academic, and support facilities. This allows students and faculty to make the most of the available resources, contributing to a conducive learning and working environment.

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 benefitted by scholarships and free ships provided by the Government during the year

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

7116

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

57

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)	<a href="#">View File</a>

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

**7179**

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

**7179**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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

160

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

2161



File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

### 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

17

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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.

08

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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 )

Chakdaha College places great emphasis on facilitating students' representation and engagement in various administrative, co-curricular, and extracurricular activities. The college has a provision for a student council, where students are elected democratically to represent their peers and actively contribute to the college community.

While there may be no elected student representative at present due to government policy or other reasons, students at Chakdaha College remain actively involved in a wide range of activities. They participate in programs such as the National Service Scheme (NSS) and the National Cadet Corps (NCC), engaging in community service and promoting social awareness.

Students also actively participate in sports events, cultural functions, awareness programs, and seminars or workshops organized by the college. They contribute to the Students' Aid Fund, supporting fellow students in need. Through their active involvement in these activities, students showcase their talents, develop leadership skills, and contribute to the overall growth and vibrancy of the college community.

While an elected student representative may not be in place currently, Chakdaha College ensures that students have opportunities to express their opinions, contribute ideas, and actively participate in decision-making processes through various channels. The college values the input and engagement of students and endeavors to create an inclusive and participatory environment that fosters their holistic development.

Overall, Chakdaha College provides ample avenues for students to engage in administrative, co-curricular, and extracurricular activities, fostering a sense of ownership and involvement in the college's endeavors.

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

13

File Description	Documents
Report of the event	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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 takes great pride in its registered Alumni Association, known as ABAHOMAN, which plays a crucial role in the institution's development. The alumni of Chakdaha College have established themselves in various professional fields, including law, teaching, research, banking, journalism, and business.

ABAHOMAN serves as a platform for former students to connect, share experiences, and contribute to their alma mater. The association actively supports the college financially and through other valuable services, recognizing the importance of giving back to the institution that helped shape their lives.

The Alumni Association's contributions have a significant impact on Chakdaha College. They provide financial assistance for scholarships, contribute to infrastructure development, and organize workshops and career guidance sessions for current students. These efforts enhance the learning environment and provide valuable opportunities for students to thrive.

Moreover, alumni members actively participate in college events, serve as mentors to current students, and contribute to the

overall growth and progress of the institution. Their collective support and engagement demonstrate their commitment to the college's continued success.

Chakdaha College acknowledges and values the significant contributions of its alumni through ABAHOMAN. The association's registered status highlights its commitment to supporting the institution and fostering a strong bond between the college and its former students. Together, they work towards the holistic development and advancement of Chakdaha College.

File Description	Documents
Paste link for additional information	<a href="https://chakdahacollege.ac.in/Alumni/Alumni.aspx">Link: https://chakdahacollege.ac.in/Alumni/Alumni.aspx</a>
Upload any additional information	<a href="#">View File</a>

#### 5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

**Vision: "Empowering all students with quality education, irrespective of social classes, through capacity channelization, effective evaluation, modernization, and eradication of superstitions."**

The governance of Chakdaha College is closely aligned with its vision and mission. The college aims to provide quality education to all students, irrespective of social classes, while modernizing and eliminating superstitions.

The governing body ensures a well-rounded learning experience by offering a comprehensive range of subjects (17 subjects from Arts, science, and Commerce disciplines and compulsory studies of environmental education) and complying with State Govt. and

Kalyani University norms.

Strategic planning focuses on academic achievements, research, and institutional growth.

Distance learning programs in partnership with Netaji Subhash Open University and Kalyani University cater to students who cannot pursue traditional education.

The integration of Information and Communication Technology enhances teaching and learning, and value-based education is promoted through programs that instill human values.

Students are encouraged to participate in community services through the National Cadet Corps and National Service Scheme, fostering responsibility and social engagement.

Chakdaha College's governance creates an inclusive and empowering environment that contributes to students' holistic development and their ability to contribute to the nation's progress.

File Description	Documents
Paste link for additional information	<a href="https://www.chakdahacollege.ac.in/SSR/Ssr3rd/Criterion6/6.1.1_AdditionalInformation.pdf">Web Link: https://www.chakdahacollege.ac.in/SSR/Ssr3rd/Criterion6/6.1.1_AdditionalInformation.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Chakdaha College exhibits effective leadership through the implementation of decentralization and participative management practices. The college distributes decision-making authority and responsibilities across different aspects such as academics, administration, and extracurricular activities. Various committees and societies, including IQAC, Teachers' Council, Students' Union, and sub-committees for academics, routines, and culture, play integral roles in the governance structure. This decentralized approach allows for collective involvement and contributions from major stakeholders such as the Governing Body, Principal, staff, parents, students, and alumni.

Democratic governance is emphasized, ensuring that stakeholders

actively participate in decision-making processes and share their perspectives. This participative management style fosters a sense of ownership and accountability among all members of the college community. The stakeholders understand and adhere to the principles of accountability, taking responsibility for their roles and duties.

By practicing decentralization and participative management, Chakdaha College demonstrates effective leadership that empowers stakeholders, encourages collaboration, and ensures transparency. This leadership style contributes to the overall success of the college, fostering academic excellence, efficient administration, and a vibrant extracurricular environment.

File Description	Documents
Paste link for additional information	<a href="https://www.chakdahacollege.ac.in/SSR/Ssr3rd/Criterion6/6.1.1_AdditionalInformation.pdf">Web Link: https://www.chakdahacollege.ac.in/SSR/Ssr3rd/Criterion6/6.1.1_AdditionalInformation.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Chakdaha College effectively implemented its strategic/perspective plan for 2021-22, demonstrating its commitment to quality education and holistic development. The college prepared and uploaded a detailed academic calendar, conducted department-wise induction/orientation programs, and organized a series of events to celebrate its Golden Jubilee. Data collection and analysis for AQAR and NAAC Cycle 3, as well as feedback analysis through online methods, ensured quality assurance and continuous improvement. The college introduced certificate courses and field projects, improved IT infrastructure, and emphasized online classes and examinations. International and national webinars, faculty development programs, and modernization of classrooms enhanced the academic environment. Additionally, a medical support room was set up to provide immediate assistance, and an internal academic and administrative and financial audit was conducted. Through these endeavors, Chakdaha College exemplified effective deployment of its strategic plan, fostering a conducive learning environment and upholding its status as an esteemed institution.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://chakdahacollege.ac.in/Perspective-plan.aspx">https://chakdahacollege.ac.in/Perspective-plan.aspx</a>
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.

Chakdaha College has an effective and efficient organizational structure that enables smooth governance and management. The Governing Body, consisting of representatives from the government, university, faculty, and students, provides strategic direction and decision-making. The Principal, as the executive officer, oversees day-to-day operations and ensures policy implementation. Faculty members contribute to academic progress, research, and student guidance. Non-teaching staff support administrative functions. The Internal Quality Assurance Cell (IQAC) ensures quality enhancement through policies, audits, and accreditation coordination. The Teachers' Council facilitates discussions and decision-making on academic matters. The grievance and redressal cell addresses student concerns. This well-defined structure ensures transparency, accountability, and effective communication across the institution. It promotes academic excellence, administrative efficiency, and a supportive environment for students. Chakdaha College's organizational bodies work collaboratively to uphold the institution's vision, mission, and commitment to quality education.

File Description	Documents
Paste link for additional information	<a href="https://www.chakdahacollege.ac.in/SSR/Ssr3rd/Criterion6/6.2.2 Screenshots-of-user-interface.pdf">Web Link: https://www.chakdahacollege.ac.in/SSR/Ssr3rd/Criterion6/6.2.2 Screenshots-of-user-interface.pdf</a>
Link to Organogram of the Institution webpage	Nil
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in A. All of the above



**areas of operation Administration Finance  
and Accounts Student Admission and  
Support Examination**

File Description	Documents
ERP (Enterprise Resource Planning)Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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

Chakdaha College prioritizes the welfare of its teaching and non-teaching staff, recognizing their valuable contributions to the institution. Several welfare measures are in place to support and benefit the staff members:

**Medical benefits:** The college encourages staff to join government health schemes and provides an institutional medical fund. The SwasthyaSathi Scheme is promoted for non-teaching staff.

**Leave benefits:** All types of leaves, including parental leave, are allowed, and leave accounts are maintained meticulously. Faculty members are granted duty leave to attend UGC stipulated courses like Refresher Course and Orientation Programmes.

**Monetary benefits:** General Provident Fund and pension benefits are ensured through the government treasury. The college operates a cooperative society where staff members can save money and avail loans at reasonable rates.

**Professional and FDP benefits:** Promotion and Career Advancement Scheme (CAS) benefits are provided as per UGC/state government guidelines. Leave is facilitated for faculty members pursuing PhD and attending seminars. Monetary grants are given for attending academic seminars, and staff members receive training programs in HRMS and ICT tools.

**Other benefits:** The college provides a canteen with hygienically



prepared food, gymnasium facilities, staff tours, and security measures such as CCTV cameras and round-the-clock security. The campus is made accessible with ramps and wheelchairs for differently-abled staff and students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### **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	<a href="#">View File</a>
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**

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

#### **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**

**6**

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	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

#### **6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff**

Chakdaha College has implemented an effective performance appraisal system for both teaching and non-teaching staff. This system includes the submission of self-appraisal reports, evaluation based on students' feedback, assessment reports from

the Internal Quality Assurance Cell (IQAC), and analysis of feedback from teaching faculties and non-teaching staff. These mechanisms adhere to the guidelines set by the UGC, State Government, and affiliating university. The self-appraisal reports allow staff members to reflect on their achievements and professional development. Students' evaluation reports provide valuable insights into the effectiveness of teaching staff. The IQAC reports assess various aspects of performance, including teaching, research, examination, and extension activities. Additionally, feedback from staff members is collected and analyzed to identify areas of improvement. Through this comprehensive performance appraisal system, Chakdaha College ensures that teaching and non-teaching staff are regularly evaluated, enabling them to enhance their skills, teaching methods, and overall performance to contribute effectively to the institution's goals of providing quality education and holistic development.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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

Chakdaha College conducts regular internal and external financial audits to ensure proper financial management and accountability. The internal audits are carried out by the college's internal audit department, while external audits are conducted by independent auditors appointed by the college. These audits thoroughly review the institution's financial transactions, records, and compliance with regulations.

When audit objections are raised, the college follows a systematic mechanism for their resolution. The objections are examined and analyzed, and discussions are held with auditors to provide clarifications and address the concerns. Prompt corrective actions are taken to rectify any valid objections and ensure compliance with audit recommendations. The actions taken are documented, and a report is prepared to demonstrate the measures implemented for resolving the issues.

Through these internal and external audits and the mechanism for settling audit objections, Chakdaha College upholds financial transparency, accountability, and adherence to regulations, ensuring effective financial management for the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

##### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Chakdaha College employs various strategies for the mobilization of funds and optimal utilization of resources to support its growth, student development, and staff welfare. These strategies include:

**Government Grants:** The institution receives salary grants from the government of West Bengal and funds from the University of Kalyani for activities such as NSS (National Service Scheme) and examinations. Additionally, funds are obtained for the NCC (National Cadet Corps) from the Government of India. These government grants play a significant role in supporting the college's operations and initiatives.

**RUSA Funds:** The college leverages funds received from the Rashtriya Uchchatar Shiksha Abhiyan (RUSA), a centrally sponsored

scheme. These funds contribute to the development and enhancement of infrastructure, academic resources, and other essential aspects of the institution.

**Scholarships and Grants:** Chakdaha College actively pursues scholarships and grants provided by both the state and central government, and private agencies. These financial aids support students in their educational pursuits and create opportunities for their holistic development.

**Non-Government Funds:** The college seeks additional funds through various sources, including assets raised by the departments, contributions from the alumni association (Abohoman Society), and contributions from teachers.

By mobilizing funds from diverse sources and implementing a well-structured budget, Chakdaha College ensures the optimal utilization of resources, fostering a conducive and sustainable learning environment. The institution embraces technology for e-learning and adopts e-governance practices to effectively manage and allocate resources, enabling the fulfillment of its mission and objectives.

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

## 6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell (IQAC) at Chakdaha College has played a significant role in institutionalizing quality assurance strategies and processes. IQAC is responsible for developing and implementing mechanisms to ensure and enhance the quality of education and overall institutional performance. Here are some of the key contributions of IQAC:

Development of a comprehensive quality assurance framework

Conducting regular internal audits and reviews

## Facilitating feedback mechanisms from stakeholders

## Initiating quality enhancement initiatives

## Coordinating accreditation and quality assurance processes

IQAC's efforts have created a culture of continuous improvement and have led to the establishment of robust quality assurance practices at Chakdaha College. The framework developed by IQAC serves as a guide for maintaining and enhancing quality standards across various aspects of the institution. Internal audits and reviews help identify areas for improvement, while feedback mechanisms provide valuable inputs from stakeholders. IQAC also takes proactive steps to enhance quality through faculty development programs and other initiatives. By coordinating accreditation processes, IQAC ensures that the institution meets the standards set by accrediting bodies. Overall, IQAC's contributions have been instrumental in institutionalizing quality assurance strategies and processes at Chakdaha College.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution has established the Internal Quality Assurance Cell (IQAC) as per norms to review its teaching-learning process, operational structures, methodologies, and learning outcomes at periodic intervals. The IQAC plays a crucial role in assessing the institution's activities and recording incremental improvements. Through systematic reviews, the institution identifies areas of strength and areas that require enhancement, enabling continuous development. Learning outcomes are assessed to evaluate the effectiveness of the teaching-learning process, and the IQAC sets guidelines for measuring and analyzing student achievements. Based on these reviews, the IQAC recommends measures for quality enhancement, such as proper implementation of curriculum, faculty development programs, and innovative teaching approaches. The IQAC

monitors the progress of implementing these improvements and evaluates their impact on the overall quality of education and student learning outcomes. By utilizing the expertise of the IQAC and recording incremental improvements, the institution ensures a continuous cycle of growth and the delivery of quality education.

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	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **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**

Chakdaha College took several measures during the year 2021-22 to promote gender equity. The Women Empowerment Cell (Nari Sanmsad) played a crucial role in addressing the needs and concerns of female students. Additionally, the college organized online yoga classes exclusively for female students, promoting their physical

and mental well-being. Gender sensitization programs were conducted to raise awareness and challenge stereotypes. The Girls' Units of NSS and NCC were highly effective in engaging female students in community service and leadership activities. With more than 50% female students, the college prioritized equal access to education and created a gender-balanced learning environment. Furthermore, health check-ups were conducted for tribal women belonging to the Lodha Society, addressing their healthcare needs and raising awareness about health issues. These initiatives demonstrate Chakdaha College's commitment to promoting gender equity and providing a supportive and inclusive educational environment.

File Description	Documents
Annual gender sensitization action plan	<a href="https://chakdahacollege.ac.in/Pdf/Audit//Gender/Gender_Audit_2018-23.pdf">https://chakdahacollege.ac.in/Pdf/Audit//Gender/Gender_Audit_2018-23.pdf</a>
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	<a href="#">International Women's Day Celebrations on 08.03.2022. To promote menstrual hygiene Chakdaha College conducted a sanitary napkin distribution drive on 24.09.2021 and distributed 1,000 packets of sanitary napkins among the underprivileged girls and women living in the Lodha area under Chakdaha Municipality. Other Measures: Co-curricular activities like in-door games are arranged for girl students. Active participation of girls in NSS and NCC programmes. Women Development Cell organizes skill development programs, talks, workshops, symposiums, panel discussions where prominent women speakers are invited.</a>

**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**

**B. Any 3 of the above**



File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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 has collaborated with Chakdaha Municipality to establish comprehensive waste management systems. The joint efforts focus on the efficient management of different types of waste:

**Solid waste:** Regular waste pickups are organized, and awareness campaigns are conducted to promote waste segregation among students and staff.

**Liquid waste:** Chakdaha College collaborates with the municipality to implement effective wastewater treatment processes. They adhere to environmental regulations and maintain a well-functioning sewage system to prevent water pollution.

**Biomedical waste:** The college and municipality follow prescribed guidelines for the safe handling and disposal of biomedical waste. The municipality assists in collecting and managing biomedical waste generated by the college's facilities.

**E-waste:** Chakdaha College and the municipality promote responsible e-waste management. They organize awareness programs and collection drives to encourage proper disposal and recycling of electronic waste.

**Waste recycling:** Both institutions actively promote waste recycling initiatives. They establish recycling facilities and collaborate with recycling agencies to manage recyclable waste effectively.

Through this collaboration, Chakdaha College and Chakdaha Municipality aim to create a sustainable waste management system that ensures the proper handling, disposal, and recycling of different types of waste, contributing to a cleaner and healthier environment.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

**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**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

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

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
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**

**B. Any 3 of the above**

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
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.**

**B. Any 3 of the above**

**Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**

**5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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).**

**Chakdaha College is committed to providing an inclusive environment that fosters tolerance, harmony, and respect towards**

cultural, regional, linguistic, communal, socioeconomic, and other diversities. The college takes several initiatives and efforts to ensure the promotion of inclusivity across various aspects of campus life.

The college encourages inclusivity through the active participation of different units and sub-committees. Units like NSS (National Service Scheme) and NCC (National Cadet Corps) play a significant role in organizing activities that promote diversity and inclusiveness. These units engage students in community service, social awareness programs, and cultural exchanges that celebrate different cultures, traditions, and backgrounds.

During the challenging period of the Covid-19 pandemic, the college's Covid-19 Sub-committee played an important role in addressing the needs of the students and staff. Online programs were organized to ensure continuous learning and engagement, creating a sense of inclusivity in the virtual learning environment.

The cultural team and the Games and Sports sub-committee also contribute to fostering inclusivity by organizing events, competitions, and tournaments that encourage participation from students of diverse backgrounds. These activities provide opportunities for students to showcase their talents, celebrate diversity, and build mutual respect and understanding.

Overall, Chakdaha College's efforts in providing an inclusive environment extend to academic, administrative, socio-economic, cultural, and other dimensions. By embracing diversity and promoting tolerance and harmony, the college cultivates an inclusive atmosphere that values and respects the differences among its students and staff, contributing to a vibrant and enriching educational experience for all.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
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

Chakdaha College places great importance on sensitizing its students and employees to the constitutional obligations, values, rights, duties, and responsibilities of citizens. The college undertakes various initiatives to promote awareness and understanding in this regard.

One of the key activities is the organization of seminars and workshops focused on constitutional obligations and citizen rights. The college's Political Science department plays a pivotal role in conducting these sessions, where experts and scholars are invited to share their insights and knowledge on constitutional matters. These seminars provide a platform for students and employees to engage in discussions and learn about their rights and responsibilities as citizens.

Additionally, the college encourages students' participation in youth parliament functions. These platforms enable students to experience the democratic process firsthand, engage in debates, and understand the functioning of a parliamentary system. Such participatory experiences help students develop a deeper understanding of the constitutional values and democratic principles.

Chakdaha College also observes important constitutional days, such as Constitution Day, Republic Day, and Independence Day. These occasions are marked by special programs, lectures, and activities that highlight the significance of the constitution and the rights and duties of citizens. The involvement of students in these events further enhances their awareness and appreciation of their constitutional obligations.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
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**      **A. All of the above**

**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	<a href="#">View File</a>
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 actively celebrates and organizes various national and international commemorative days, events, and festivals to promote cultural diversity, foster a sense of community, and create a vibrant campus atmosphere. These celebrations serve as platforms to highlight important social, cultural, and historical occasions.

**National and International Days:** The college commemorates significant national and international days such as Independence Day, Republic Day, International Women's Day, World Environment Day, International Day of Yoga, World AIDS Day, and many others. These occasions are marked by flag hoisting, special assemblies, guest lectures, cultural performances, and awareness campaigns.

**Cultural Festivals:** Chakdaha College organizes cultural festivals that showcase the diversity and richness of Indian culture. Events like Saraswati Puja, Basanta Utsav (Holi), Durga Puja, Diwali, Eid, Christmas, and Bengali New Year (Poila Boishakh) are celebrated with great enthusiasm. Students actively participate in these programs to promote cultural exchange and harmony..

**Literary and Academic Events:** The college also organizes literary and academic events to encourage intellectual discourse and

enhance the literary skills of students. These include seminars, conferences, workshops, debates, essay competitions, and book fairs.

**Sports Events:** Chakdaha College promotes a healthy and active lifestyle by organizing sports events and competitions.

These celebrations and events contribute to the holistic development of students, foster a sense of pride and unity, and create an inclusive and vibrant campus environment at Chakdaha College.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
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, titled "Harmony of Humanity, Nature, and Technology: Empowering Students through Holistic Education," emphasizes the integration of human values, environmental consciousness, and technology in the educational experience. The practice aims to nurture ethical values, promote environmental awareness, and harness technology for enhanced learning outcomes. By integrating these elements, Chakdaha College prepares students for responsible citizenship and equips them with the skills needed for a sustainable future.

Best Practice 2, titled "Chakdaha College Social Responsibility Discharge Platform (CCSRDP) - Social Extension Activities," focuses on consolidating various social extension activities within the college under one platform. The objective is to cultivate a sense of national belongingness, sensitize students to socio-economic structures, foster collective participation in social causes, and motivate students to actively contribute to society. Through this practice, the college aims to create a community of caring and dedicated individuals who assist



underprivileged sections of society, provide medical help to those in need, and support underprivileged farmers.

These best practices exemplify the college's commitment to holistic education, social responsibility, and the overall development of its students. By incorporating social service, values, environmental consciousness, and technology, Chakdaha College creates an enriching educational environment that empowers students to become responsible and compassionate individuals.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
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 has showcased remarkable performance in several areas that align with its priorities and goals, reflecting its commitment to providing quality education and fostering holistic development among its students.

One notable aspect of the college's performance is its students' impressive academic achievements in the Kalyani University examinations. Consistently producing high-performing students, Chakdaha College has established a reputation for academic excellence.

The college recognizes that education extends beyond academic knowledge, emphasizing the importance of developing students' overall growth and well-being. By integrating human values, environmental consciousness, and technology into its educational practices, Chakdaha College prepares students to become responsible and compassionate individuals who are equipped to address real-world challenges.

In addition, the college places significant emphasis on promoting girls' education. By fostering gender equality and creating an inclusive environment, Chakdaha College empowers female students to excel academically and personally. It provides equal opportunities, support systems, and a safe learning space, enabling girls to overcome societal barriers and reach their full potential.



Through its focus on academic achievements, holistic education, and girls' education, the college demonstrates its commitment to nurturing well-rounded individuals who are prepared for future success.

## 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

Chakdaha College, as an affiliated college of Kalyani University, employs a well-planned and documented process to ensure effective curriculum delivery. This process consists of several key elements.

First, while the college cannot create its own undergraduate curriculum, faculty members participate in discussions and deliberations at the university level to contribute to curriculum development and ensure adherence to academic standards.

Second, the college has established sub-committees such as the Academic Sub-Committee, Routine Sub-Committee, and the Examination Sub-committee, which hold regular meetings with department heads to oversee the implementation of the university-specified syllabus. These meetings address any syllabus-related issues and ensure effective implementation.

Third, comprehensive documentation is maintained by the respective departments, encompassing records of curriculum planning meetings, syllabus discussions and delineations of syllabus among teachers. This documentation ensures transparency, accountability, and serves as a reference for future use.

Lastly, Chakdaha College prepares class routines and teaching plans in advance for each academic year, aligning them with the university's syllabus. These plans are implemented with minor adjustments if necessary, ensuring organized curriculum delivery and comprehensive coverage of topics within the allotted time. Through this well-structured process, the college upholds its commitment to delivering quality education in line with the university's syllabus, with the involvement of faculty members and the maintenance of thorough records playing vital roles in achieving effective curriculum delivery.

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

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

Chakdaha College adheres to the academic calendar, including the conduct of Continuous Internal Evaluation (CIE). The institution follows the guidelines outlined by the CBCS syllabus and Kalyani University for this purpose.

To assess students' progress and understanding, each department at Chakdaha College conducts two internal examinations for each semester. These examinations consist of two types of questions: multiple-choice questions (MCQ) and short answer type questions. The college ensures that these internal examinations are conducted as per the prescribed schedule and in accordance with the academic calendar.

Moreover, Chakdaha College provides departments with the flexibility to evaluate students' performance continuously throughout the semester. This evaluation encompasses not only academic aspects but also social and cultural aspects. Departments have the autonomy to employ various methods such as debates, discussions, presentations, fieldworks, project works, quiz competitions, reunions, and cultural functions to assess students' overall performance. These assessments can be conducted as and when required by the department.

By adhering to the academic calendar and conducting Continuous Internal Evaluation, Chakdaha College ensures a comprehensive assessment of students' progress and development. The use of various evaluation methods allows for a holistic understanding of students' abilities beyond academic performance, encompassing social and cultural aspects as well. This approach aligns with the CBCS syllabus and promotes a well-rounded education for the students at Chakdaha College.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://chakdahacollege.ac.in/IQAC/Pdf/Academic-calender/">https://chakdahacollege.ac.in/IQAC/Pdf/Academic-calender/</a>

**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	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>

## **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	<b>No File Uploaded</b>
Minutes of relevant Academic Council/ BOS meetings	<b>No File Uploaded</b>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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)**

5

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

2231

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

1892

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

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

Chakdaha College is committed to integrating cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment, and Sustainability into its curriculum. The college employs various methods and activities to achieve this integration and promote awareness and understanding among students.

Regular interactions between students and teachers play a crucial role in addressing these cross-cutting issues. Special lectures, seminars, and workshops on value education are

organized, providing students with insights into professional ethics, gender equality, human values, and environmental sustainability. The college also observes significant days related to these issues, reinforcing their importance.

Parent-teacher meetings serve as platforms for discussions on these cross-cutting issues, involving parents or guardians and fostering collaboration between home and the educational institution.

Extracurricular activities, including games, sports, and involvement in organizations like the NSS and NCC, provide students with opportunities to engage with and develop a sense of responsibility towards these issues.

Even during the COVID-19 pandemic, Chakdaha College has adapted by conducting online teaching and counseling programs for students. The college's COVID-19 Committee has undertaken social activities, including visits to local villages, to provide support and raise awareness about these cross-cutting issues.

Through these initiatives, Chakdaha College ensures that students are exposed to and actively engaged in understanding and promoting professional ethics, gender equality, human values, environmental sustainability, and other relevant cross-cutting issues throughout their educational journey. By integrating these issues into the curriculum, the college aims to foster well-rounded individuals who are aware of and committed to ethical, social, and environmental responsibilities.

File Description	Documents
Any additional information	<a href="#">View File</a>
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

9

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)	No File Uploaded

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

2800

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	No File Uploaded
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	<a href="#">View File</a>
URL for feedback report	<a href="https://chakdahacollege.ac.in/IQAC/Pdf/Feedback/2020/Chakdaha%20College-Students%20Feedback%202020-21.pdf">https://chakdahacollege.ac.in/IQAC/Pdf/Feedback/2020/Chakdaha%20College-Students%20Feedback%202020-21.pdf</a>

### 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

3170

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

##### 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



1509

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

## 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

Chakdaha College acknowledges the importance of assessing students' learning levels and ensuring equal opportunities for both advanced learners and slow learners. The college grants each department the autonomy to organize special/tutorial/remedial classes through various modes such as online, offline, or hybrid formats. These classes aim to bridge the knowledge gaps between different groups of students.

Teachers at Chakdaha College are dedicated to taking the necessary steps to support students in their academic progress. They provide study materials, conduct special lectures, and offer additional library facilities to facilitate learning. Practical classes are repeated when necessary to ensure that students grasp the concepts effectively. Moreover, teachers actively encourage participation in different academic programs to enhance students' understanding and engagement.

By implementing these measures, Chakdaha College strives to reduce the gaps between advanced learners and slow learners. The college recognizes that each student has unique learning needs and aims to provide tailored support to help all students reach their full potential. The freedom given to departments allows for flexibility in addressing the specific requirements of different learners.

Overall, Chakdaha College's commitment to organizing special programs and classes demonstrates its dedication to creating an inclusive learning environment. By offering additional resources, personalized attention, and opportunities for academic engagement, the college aims to bridge the gaps between students with different learning abilities and ensure that all students receive the support they need to succeed academically.

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
7202	101

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 is dedicated to a student-centric approach in its teaching-learning process to enrich students' learning experiences. Several measures have been implemented to empower students and provide them with more control over their academic journey.

The college allows students to choose their subject combinations within the CBCS curriculum, enabling them to align their studies with their interests and career goals. Students are also given the opportunity to present topics of their choice or engage in practical work during class hours, promoting experiential learning and active participation.

In addition, students have the freedom to select their own project work or fieldwork topics, encouraging autonomy and deeper exploration of their interests. The college provides open access to computer labs, ensuring convenient availability of resources for academic work.

Chakdaha College actively promotes student participation in extracurricular activities such as NCC, NSS, sports, cultural events, and social activities, fostering holistic development and hands-on learning opportunities.

Furthermore, the college facilitates library visits for groups of students, accompanied by teachers, allowing direct access to books and journals and promoting self-directed learning.

The institution has created a supportive environment where students feel comfortable discussing their academic and personal issues with teachers. Through remedial classes, NCC and NSS camps, library classes, and one-to-one correspondence, teachers address student problems and provide personalized guidance.

By embracing these student-centric methods, Chakdaha College aims to enhance students' engagement, motivation, and overall learning experiences. The college strives to create a nurturing and inclusive learning environment that empowers students to succeed academically and personally.

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 at Chakdaha College are committed to utilizing ICT-enabled tools for an effective teaching-learning process. They continuously upgrade their technical knowledge through training, discussions, hands-on practice, and sharing their ICT expertise with colleagues.

Many teachers have developed e-content resources, some of which are uploaded on the college website. They make use of various ICT tools and platforms such as G-suite, YouTube, WhatsApp, Zoom, Skype, etc., particularly during the Covid-19 pandemic, to facilitate teaching and learning in virtual environments.

All teachers have G-suite accounts, enabling them to utilize the collaborative features and resources available through Google's suite of applications. They are also members of N-LIST, which provides access to a wide range of e-resources for academic purposes.

In addition to internal resources, teachers incorporate external e-resources such as the National Digital Library of India (NDLI), YouTube, Consortium for Educational Communication (CEC), etc., into their teaching-learning process. These resources enrich the learning experience by providing supplementary materials, multimedia content, and access to a diverse range of educational materials.

By integrating ICT-enabled tools into their teaching practices, the teachers at Chakdaha College enhance the learning experience for students. They leverage technology to deliver engaging content, facilitate remote learning, and utilize a variety of resources to support their instructional methods. The utilization of ICT tools ensures a dynamic and interactive learning environment, keeping pace with the advancements in technology and catering to the diverse needs of students.

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

101

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

35

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**

432

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 established a transparent and robust mechanism for internal assessment to evaluate students' performance effectively. The college employs various methods and techniques as part of the Continuous Internal Evaluation (CIE) system.

Internal assessment examinations are conducted, with two compulsory assessments held throughout the academic year. These assessments provide opportunities for students to demonstrate their understanding and knowledge in a controlled examination setting.

Additionally, class tests are used to evaluate students' progress and comprehension of the subjects taught. Field works, project works, and practical classes and examinations are incorporated to assess students' skills and their application of theoretical knowledge in real-world scenarios.

Group discussions are also utilized to foster collaborative learning and assess students' communication and critical thinking abilities.

The college's approach to internal assessment emphasizes frequent evaluations, allowing for a comprehensive understanding of students' progress. The assessment modes are designed to ensure fairness and transparency in evaluating students' academic achievements.

Through this transparent and robust mechanism, Chakdaha College aims to provide students with a well-rounded evaluation process that assesses their knowledge, skills, and application abilities. The internal assessment system plays a crucial role in monitoring and guiding students' progress, contributing to their overall development and academic success.

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

Chakdaha College has established a transparent, time-bound, and efficient mechanism to address internal examination-related

grievances. The Principal, IQAC Coordinator, Academic Sub-Committee, and Examination Sub-Committee play vital roles in ensuring the effectiveness of this process.

The Principal, as the administrative head, provides oversight and guidance to the grievance redressal process. They ensure that the mechanism operates smoothly and that all grievances are addressed in a fair and timely manner.

The IQAC Coordinator, responsible for quality enhancement, contributes to resolving examination-related grievances by aligning the mechanism with the college's quality assurance policies. They work in collaboration with other stakeholders to ensure the integrity of the process.

The Academic Sub-Committee and Examination Sub-Committee, comprising faculty members and administrators, actively participate in addressing grievances. They conduct thorough investigations and make fair decisions to resolve complaints related to internal examinations.

The mechanism emphasizes transparency, ensuring that all stakeholders have a clear understanding of the process. It operates within a specified timeframe, ensuring timely resolution and avoiding unnecessary delays.

Chakdaha College's commitment to addressing internal examination grievances promptly and effectively is demonstrated through the involvement of key stakeholders and the establishment of a transparent and well-structured mechanism. By upholding transparency, efficiency, and timely resolution, the college maintains the integrity of its internal examination system and instills confidence among students and faculty members.

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.

Chakdaha College ensures that teachers and students are well-informed about the stated Programme and course outcomes of the Programs offered. The college utilizes various channels such as the college website, prospectus, student induction programs, and workshops on the syllabus to disseminate this information. Stakeholders can access the programme outcomes and course outcomes through the college website and prospectus, gaining a clear understanding of the expected learning outcomes. Student induction programs provide an opportunity to introduce new students to the outcomes, setting the foundation for their academic journey. Participation in syllabus workshops further enhances the understanding of the outcomes for both teachers and students. Through these measures, Chakdaha College promotes awareness and alignment of expectations, ensuring that all stakeholders have a shared understanding of the educational outcomes they can expect to achieve.

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.

Chakdaha College evaluates the attainment of Programme outcomes and course outcomes through various methods. Internal and external examinations are conducted to assess students' performance and their achievement of the desired outcomes. Additionally, the institution tracks students' performance and progress over time to gauge the extent to which the outcomes are being met.

The college actively involves stakeholders such as the Alumni Association, Career Counseling cell, and departmental re-union in collecting information related to the attainment of outcomes. These entities provide valuable insights and feedback regarding the practical application of the knowledge and skills



gained through the programs.

To gather alumni feedback, the IQAC team utilizes Google forms as a tool. This allows alumni to provide their perspectives on the relevance and effectiveness of the attained outcomes and the impact of their education on their professional and personal lives.

By employing a comprehensive evaluation approach that includes examinations, performance tracking, and feedback from alumni and other stakeholders, Chakdaha College ensures a thorough assessment of the attainment of Programme outcomes and course outcomes. This information helps the institution identify areas of improvement and make necessary adjustments to enhance the educational experience and outcomes for future students.

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

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

1452

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	No File Uploaded
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://chakdahacollege.ac.in/IQAC/Pdf/Feedback/2020/Chakdaha%2>

[0College-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)	No File Uploaded

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

#### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

##### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

30

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

7

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 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

11

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

Chakdaha College organizes extension activities throughout the year to sensitize students to social issues and promote their holistic development. These activities have a positive impact on the neighborhood community. Students actively participate in various events and programs:

Food distribution drives help support underprivileged individuals in the community.

On World Environment Day, students engage in tree planting drives and cleanliness campaigns.

Awareness programs on World Toilet Day emphasize the importance of proper sanitation and hygiene.

Seminars on women empowerment and legal awareness educate students about gender equality and women's rights.

Yoga education camps promote physical and mental well-being.

International Women's Day is celebrated with and awareness campaigns.

International Mother Language Day is commemorated, fostering pride in linguistic diversity.

Covid-19 vaccination camps ensure student safety and well-being.

These extension activities allow students to develop a deeper understanding of social issues, empathy, and a sense of responsibility. They actively contribute to the community and experience personal growth. Chakdaha College's commitment to holistic development through these activities creates a positive impact on both students and the neighborhood community.

File Description	Documents
Paste link for additional information	<a href="https://chakdahacollege.ac.in/Events.aspx">https://chakdahacollege.ac.in/Events.aspx</a>
Upload any additional information	No File Uploaded

**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**

8

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)	<a href="#">View File</a>

**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**

462

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

3

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

5

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

## 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 boasts adequate infrastructure and physical facilities to support effective teaching and learning. The institution provides the following facilities:

**Classrooms:** Chakdaha College has 34 classrooms where academic sessions are conducted.

**Laboratories:** There are 12 well-equipped laboratories to cater to the practical requirements of various subjects.

**Central Library:** The college has a central library with an extensive collection of more than 28,000 books. The library is a member of the N-list consortium and utilizes the Koha software as a Library Management System. It also provides access to digital resources.

**Departmental Libraries:** In addition to the central library, departmental libraries are available to cater to the specific needs of different academic departments.

**Computing Equipment:** Chakdaha College possesses over 80 desktop computers and laptops for academic and administrative purposes. The college also has a virtual classroom equipped with Intellispace and classrooms with projector facilities to enhance the learning experience.

The college has a well-structured policy and procedure for the procurement and utilization of physical, academic, and support facilities. The finance sub-committee, purchase sub-committee, and maintenance sub-committee actively oversee these aspects.

To ensure transparency, information about infrastructure facilities and learning resources for students is regularly published on the college website and in the yearly Information Brochure during the admission process.

Chakdaha College's commitment to providing adequate infrastructure and resources reflects its dedication to facilitating a conducive learning environment for its students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.chakdahacollege.ac.in/SSR/Ssr3rd/Criterion4/4.1.1_Additional_Information.pdf">Web Link: https://www.chakdahacollege.ac.in/SSR/Ssr3rd/Criterion4/4.1.1_Additional_Information.pdf</a>

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

Chakdaha College recognizes the importance of holistic development and provides adequate facilities for cultural activities, sports, games (both indoor and outdoor), a gymnasium, and a yoga center. These facilities cater to the diverse interests and well-being of the students.

**Cultural Activities:** The college offers dedicated spaces such as AC conference room, and multipurpose halls to organize cultural events, including music concerts, dance performances, drama, and literary activities.

**Sports and Games:** Chakdaha College has used a well-maintained sports grounds and courts developed by the Chakdaha Municipality for the purposes various outdoor sports like cricket, football, basketball, and volleyball. Additionally, indoor sports facilities are available for games such as table tennis, chess, carrom, and badminton. These facilities encourage students to participate in physical activities and foster a spirit of healthy competition.

**Gymnasium:** The college provides a well-equipped gymnasium with modern exercise equipment to promote physical fitness among students. The gymnasium allows students to engage in regular workouts and maintain a healthy lifestyle.

**Yoga Center:** Recognizing the importance of yoga in promoting physical and mental well-being, Chakdaha College has a dedicated yoga center. Students can participate in yoga sessions and learn various asanas, breathing techniques, and meditation practices.

By offering these facilities, Chakdaha College encourages students to engage in co-curricular and extracurricular activities that contribute to their overall development.



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.

12

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

26

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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)

87.59230

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

#### 4.2 - Library as a Learning Resource

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

Chakdaha College Central Library has undergone automation with the implementation of an Integrated Library Management System (ILMS) using Koha Software. This automation has brought several benefits to the library and its users. The key highlights of the automated system include:

**Koha Software:** The library utilizes the Koha Software, an open-source ILMS, to efficiently manage cataloging, circulation, and acquisitions processes.

**Online Public Access Catalog (OPAC):** Users can easily search for books and resources through the user-friendly OPAC, which provides comprehensive information about availability and location.

**N-LIST Membership:** The library is a member of the N-LIST consortium, granting access to a wide range of electronic resources, including e-books, e-journals, and databases.

**Enhanced Efficiency:** Automation simplifies routine tasks such as cataloging and circulation, saving time and reducing errors. Library staff can operate more efficiently.

**Improved Accessibility:** The ILMS enables users to search and request materials online, track due dates, and renew items, providing a seamless borrowing experience.

**Data Security:** The automated system ensures the security and integrity of library records and user information, preserving data accuracy and confidentiality.

Chakdaha College Central Library's automation with Koha Software enhances operations, optimizes services, and facilitates greater accessibility to resources. Users benefit from a streamlined experience and a wider range of electronic materials, enhancing their research and academic capabilities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://www.chakdahacollege.ac.in/SSR/Ssr3rd/Criterion4/4.2.1_Additional_Information.pdf">Web Link: https://www.chakdahacollege.ac.in/SSR/Ssr3rd/Criterion4/4.2.1_Additional_Information.pdf</a>

**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	<b>No File Uploaded</b>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<b>No File Uploaded</b>

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

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

**0.08935**

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

**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**

**60**

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

Chakdaha College recognizes the importance of IT facilities and takes regular measures to update and improve them, including Wi-Fi access. The institution has an IT cell dedicated to reviewing and recommending upgrades to IT infrastructure. Here are some key points regarding IT facilities at Chakdaha College:

**IT Cell:** Chakdaha College has an IT cell responsible for assessing the existing IT facilities and recommending necessary upgrades. This cell ensures that the college keeps pace with technological advancements and provides the best possible IT resources to its stakeholders.

**Internet and Wi-Fi:** The college provides internet connectivity and Wi-Fi facilities to cater to the needs of students, faculty, staff, and other stakeholders. These facilities enable seamless access to online resources, research materials, and collaborative platforms.

**Regular Upgradation:** Chakdaha College is committed to improving its IT facilities over time. This involves upgrading hardware, software, and network infrastructure to keep up with evolving technologies and meet the growing demands of the college community.

By frequently updating its IT facilities, including Wi-Fi access, Chakdaha College ensures that students and faculty have the necessary tools and resources to enhance their learning and research experiences. The institution's focus on improving IT facilities reflects its commitment to staying at the forefront of technology and providing a conducive environment for academic pursuits.

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

**4.3.2 - Number of Computers**

90

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)**

99.99266

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

Chakdaha College has established systems and procedures in place for the maintenance and utilization of its physical, academic, and support facilities, including laboratories, libraries, sports complexes, computers, and classrooms.

The dedicated staff at Chakdaha College is responsible for maintaining the existing facilities. They ensure that the infrastructure is kept in good condition, performing regular checks, and addressing any issues that may arise.

Internet facilities are provided by local vendors, ensuring smooth connectivity for students, faculty, and staff.

Waste management, including the disposal of hazardous and other materials, is handled by Chakdaha Municipality. The college collaborates with the municipality to ensure proper waste management practices are implemented.

Electricity supply to the college is provided by the Government Electricity Board. This ensures a reliable power source for the functioning of various facilities and equipment.

In the event of equipment breakdown or maintenance needs, Chakdaha College seeks assistance from reputed company personnel who specialize in repairing the specific equipment or facilities. Their expertise ensures that any repairs or maintenance tasks are carried out efficiently.

By adhering to established systems and procedures, Chakdaha College ensures the smooth functioning and optimal utilization of its physical, academic, and support facilities. This allows students and faculty to make the most of the available resources, contributing to a conducive learning and working environment.

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**

7116

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
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)	<a href="#">View File</a>

**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**

57

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**

**A. All of the above**

<b>hygiene) ICT/computing skills</b>	
File Description	Documents
Link to institutional website	<b>Nil</b>
Any additional information	<b>No File Uploaded</b>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>7179</b>	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>7179</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>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</b>	<b>A. All of the above</b>



File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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

160

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

2161

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

### 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**

17

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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.**

08

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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 )

Chakdaha College places great emphasis on facilitating students' representation and engagement in various administrative, co-curricular, and extracurricular activities. The college has a provision for a student council, where students are elected democratically to represent their peers and actively contribute to the college community.

While there may be no elected student representative at present due to government policy or other reasons, students at Chakdaha College remain actively involved in a wide range of activities.

They participate in programs such as the National Service Scheme (NSS) and the National Cadet Corps (NCC), engaging in community service and promoting social awareness.

Students also actively participate in sports events, cultural functions, awareness programs, and seminars or workshops organized by the college. They contribute to the Students' Aid Fund, supporting fellow students in need. Through their active involvement in these activities, students showcase their talents, develop leadership skills, and contribute to the overall growth and vibrancy of the college community.

While an elected student representative may not be in place currently, Chakdaha College ensures that students have opportunities to express their opinions, contribute ideas, and actively participate in decision-making processes through various channels. The college values the input and engagement of students and endeavors to create an inclusive and participatory environment that fosters their holistic development.

Overall, Chakdaha College provides ample avenues for students to engage in administrative, co-curricular, and extracurricular activities, fostering a sense of ownership and involvement in the college's endeavors.

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

13

File Description	Documents
Report of the event	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 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 takes great pride in its registered Alumni Association, known as ABAHOMAN, which plays a crucial role in the institution's development. The alumni of Chakdaha College have established themselves in various professional fields, including law, teaching, research, banking, journalism, and business.

ABAHOMAN serves as a platform for former students to connect, share experiences, and contribute to their alma mater. The association actively supports the college financially and through other valuable services, recognizing the importance of giving back to the institution that helped shape their lives.

The Alumni Association's contributions have a significant impact on Chakdaha College. They provide financial assistance for scholarships, contribute to infrastructure development, and organize workshops and career guidance sessions for current students. These efforts enhance the learning environment and provide valuable opportunities for students to thrive.

Moreover, alumni members actively participate in college events, serve as mentors to current students, and contribute to the overall growth and progress of the institution. Their collective support and engagement demonstrate their commitment to the college's continued success.

Chakdaha College acknowledges and values the significant contributions of its alumni through ABAHOMAN. The association's

registered status highlights its commitment to supporting the institution and fostering a strong bond between the college and its former students. Together, they work towards the holistic development and advancement of Chakdaha College.

File Description	Documents
Paste link for additional information	<a href="https://chakdahacollege.ac.in/Alumni/Alumni.aspx">Link: https://chakdahacollege.ac.in/Alumni/Alumni.aspx</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**E. <1Lakhs**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>

## 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

**Vision: "Empowering all students with quality education, irrespective of social classes, through capacity channelization, effective evaluation, modernization, and eradication of superstitions."**

The governance of Chakdaha College is closely aligned with its vision and mission. The college aims to provide quality education to all students, irrespective of social classes, while modernizing and eliminating superstitions.

The governing body ensures a well-rounded learning experience by offering a comprehensive range of subjects (17 subjects from Arts, science, and Commerce disciplines and compulsory studies of environmental education) and complying with State Govt. and Kalyani University norms.

Strategic planning focuses on academic achievements, research, and institutional growth.

Distance learning programs in partnership with Netaji Subhash

Open University and Kalyani University cater to students who cannot pursue traditional education.

The integration of Information and Communication Technology enhances teaching and learning, and value-based education is promoted through programs that instill human values.

Students are encouraged to participate in community services through the National Cadet Corps and National Service Scheme, fostering responsibility and social engagement.

Chakdaha College's governance creates an inclusive and empowering environment that contributes to students' holistic development and their ability to contribute to the nation's progress.

File Description	Documents
Paste link for additional information	<a href="https://www.chakdahacollege.ac.in/SSR/Ssr3rd/Criterion6/6.1.1_Additional_Information.pdf">Web Link: https://www.chakdahacollege.ac.in/SSR/Ssr3rd/Criterion6/6.1.1_Additional_Information.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Chakdaha College exhibits effective leadership through the implementation of decentralization and participative management practices. The college distributes decision-making authority and responsibilities across different aspects such as academics, administration, and extracurricular activities. Various committees and societies, including IQAC, Teachers' Council, Students' Union, and sub-committees for academics, routines, and culture, play integral roles in the governance structure. This decentralized approach allows for collective involvement and contributions from major stakeholders such as the Governing Body, Principal, staff, parents, students, and alumni.

Democratic governance is emphasized, ensuring that stakeholders actively participate in decision-making processes and share their perspectives. This participative management style fosters a sense of ownership and accountability among all members of the college community. The stakeholders understand and adhere

to the principles of accountability, taking responsibility for their roles and duties.

By practicing decentralization and participative management, Chakdaha College demonstrates effective leadership that empowers stakeholders, encourages collaboration, and ensures transparency. This leadership style contributes to the overall success of the college, fostering academic excellence, efficient administration, and a vibrant extracurricular environment.

File Description	Documents
Paste link for additional information	<a href="https://www.chakdahacollege.ac.in/SSR/Ssr3rd/Criterion6/6.1.1_Additional_Information.pdf">Web Link: https://www.chakdahacollege.ac.in/SSR/Ssr3rd/Criterion6/6.1.1_Additional_Information.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Chakdaha College effectively implemented its strategic/perspective plan for 2021-22, demonstrating its commitment to quality education and holistic development. The college prepared and uploaded a detailed academic calendar, conducted department-wise induction/orientation programs, and organized a series of events to celebrate its Golden Jubilee. Data collection and analysis for AQAR and NAAC Cycle 3, as well as feedback analysis through online methods, ensured quality assurance and continuous improvement. The college introduced certificate courses and field projects, improved IT infrastructure, and emphasized online classes and examinations. International and national webinars, faculty development programs, and modernization of classrooms enhanced the academic environment. Additionally, a medical support room was set up to provide immediate assistance, and an internal academic and administrative and financial audit was conducted. Through these endeavors, Chakdaha College exemplified effective deployment of its strategic plan, fostering a conducive learning environment and upholding its status as an esteemed institution.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://chakdahacollege.ac.in/Perspective-plan.aspx">https://chakdahacollege.ac.in/Perspective-plan.aspx</a>
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.

Chakdaha College has an effective and efficient organizational structure that enables smooth governance and management. The Governing Body, consisting of representatives from the government, university, faculty, and students, provides strategic direction and decision-making. The Principal, as the executive officer, oversees day-to-day operations and ensures policy implementation. Faculty members contribute to academic progress, research, and student guidance. Non-teaching staff support administrative functions. The Internal Quality Assurance Cell (IQAC) ensures quality enhancement through policies, audits, and accreditation coordination. The Teachers' Council facilitates discussions and decision-making on academic matters. The grievance and redressal cell addresses student concerns. This well-defined structure ensures transparency, accountability, and effective communication across the institution. It promotes academic excellence, administrative efficiency, and a supportive environment for students. Chakdaha College's organizational bodies work collaboratively to uphold the institution's vision, mission, and commitment to quality education.

File Description	Documents
Paste link for additional information	<a href="https://www.chakdahacollege.ac.in/SSR/Ssr3rd/Criterion6/6.2.2%20Screenshots-of-user-interface.pdf">Web Link: https://www.chakdahacollege.ac.in/SSR/Ssr3rd/Criterion6/6.2.2 Screenshots-of-user-interface.pdf</a>
Link to Organogram of the Institution webpage	Nil
Upload any additional information	<a href="#">View File</a>



<b>6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination</b>	<b>A. All of the above</b>
File Description	Documents
ERP (Enterprise Resource Planning)Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<b>No File Uploaded</b>
<b>6.3 - Faculty Empowerment Strategies</b>	
<b>6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff</b>	
<p>Chakdaha College prioritizes the welfare of its teaching and non-teaching staff, recognizing their valuable contributions to the institution. Several welfare measures are in place to support and benefit the staff members:</p> <p><b>Medical benefits:</b> The college encourages staff to join government health schemes and provides an institutional medical fund. The SwasthyaSathi Scheme is promoted for non-teaching staff.</p> <p><b>Leave benefits:</b> All types of leaves, including parental leave, are allowed, and leave accounts are maintained meticulously. Faculty members are granted duty leave to attend UGC stipulated courses like Refresher Course and Orientation Programmes.</p> <p><b>Monetary benefits:</b> General Provident Fund and pension benefits are ensured through the government treasury. The college operates a cooperative society where staff members can save money and avail loans at reasonable rates.</p> <p><b>Professional and FDP benefits:</b> Promotion and Career Advancement Scheme (CAS) benefits are provided as per UGC/state government guidelines. Leave is facilitated for faculty members pursuing PhD and attending seminars. Monetary grants are given for attending academic seminars, and staff members receive training</p>	

programs in HRMS and ICT tools.

**Other benefits:** The college provides a canteen with hygienically prepared food, gymnasium facilities, staff tours, and security measures such as CCTV cameras and round-the-clock security. The campus is made accessible with ramps and wheelchairs for differently-abled staff and students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### **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	<a href="#">View File</a>
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**

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

#### **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**

**6**

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	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

#### **6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff**

**Chakdaha College has implemented an effective performance appraisal system for both teaching and non-teaching staff. This system includes the submission of self-appraisal reports,**

evaluation based on students' feedback, assessment reports from the Internal Quality Assurance Cell (IQAC), and analysis of feedback from teaching faculties and non-teaching staff. These mechanisms adhere to the guidelines set by the UGC, State Government, and affiliating university. The self-appraisal reports allow staff members to reflect on their achievements and professional development. Students' evaluation reports provide valuable insights into the effectiveness of teaching staff. The IQAC reports assess various aspects of performance, including teaching, research, examination, and extension activities. Additionally, feedback from staff members is collected and analyzed to identify areas of improvement. Through this comprehensive performance appraisal system, Chakdaha College ensures that teaching and non-teaching staff are regularly evaluated, enabling them to enhance their skills, teaching methods, and overall performance to contribute effectively to the institution's goals of providing quality education and holistic development.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 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

Chakdaha College conducts regular internal and external financial audits to ensure proper financial management and accountability. The internal audits are carried out by the college's internal audit department, while external audits are conducted by independent auditors appointed by the college. These audits thoroughly review the institution's financial transactions, records, and compliance with regulations.

When audit objections are raised, the college follows a systematic mechanism for their resolution. The objections are examined and analyzed, and discussions are held with auditors to provide clarifications and address the concerns. Prompt corrective actions are taken to rectify any valid objections and ensure compliance with audit recommendations. The actions taken are documented, and a report is prepared to demonstrate

the measures implemented for resolving the issues.

Through these internal and external audits and the mechanism for settling audit objections, Chakdaha College upholds financial transparency, accountability, and adherence to regulations, ensuring effective financial management for the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

##### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Chakdaha College employs various strategies for the mobilization of funds and optimal utilization of resources to support its growth, student development, and staff welfare. These strategies include:

**Government Grants:** The institution receives salary grants from the government of West Bengal and funds from the University of Kalyani for activities such as NSS (National Service Scheme) and examinations. Additionally, funds are obtained for the NCC (National Cadet Corps) from the Government of India. These government grants play a significant role in supporting the

college's operations and initiatives.

**RUSA Funds:** The college leverages funds received from the Rashtriya Uchchatar Shiksha Abhiyan (RUSA), a centrally sponsored scheme. These funds contribute to the development and enhancement of infrastructure, academic resources, and other essential aspects of the institution.

**Scholarships and Grants:** Chakdaha College actively pursues scholarships and grants provided by both the state and central government, and private agencies. These financial aids support students in their educational pursuits and create opportunities for their holistic development.

**Non-Government Funds:** The college seeks additional funds through various sources, including assets raised by the departments, contributions from the alumni association (Abohoman Society), and contributions from teachers.

By mobilizing funds from diverse sources and implementing a well-structured budget, Chakdaha College ensures the optimal utilization of resources, fostering a conducive and sustainable learning environment. The institution embraces technology for e-learning and adopts e-governance practices to effectively manage and allocate resources, enabling the fulfillment of its mission and objectives.

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

## 6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell (IQAC) at Chakdaha College has played a significant role in institutionalizing quality assurance strategies and processes. IQAC is responsible for developing and implementing mechanisms to ensure and enhance the quality of education and overall institutional performance. Here are some of the key contributions of IQAC:

Development of a comprehensive quality assurance framework

Conducting regular internal audits and reviews

Facilitating feedback mechanisms from stakeholders

Initiating quality enhancement initiatives

Coordinating accreditation and quality assurance processes

IQAC's efforts have created a culture of continuous improvement and have led to the establishment of robust quality assurance practices at Chakdaha College. The framework developed by IQAC serves as a guide for maintaining and enhancing quality standards across various aspects of the institution. Internal audits and reviews help identify areas for improvement, while feedback mechanisms provide valuable inputs from stakeholders. IQAC also takes proactive steps to enhance quality through faculty development programs and other initiatives. By coordinating accreditation processes, IQAC ensures that the institution meets the standards set by accrediting bodies. Overall, IQAC's contributions have been instrumental in institutionalizing quality assurance strategies and processes at Chakdaha College.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution has established the Internal Quality Assurance Cell (IQAC) as per norms to review its teaching-learning process, operational structures, methodologies, and learning outcomes at periodic intervals. The IQAC plays a crucial role in assessing the institution's activities and recording incremental improvements. Through systematic reviews, the institution identifies areas of strength and areas that require enhancement, enabling continuous development. Learning outcomes

are assessed to evaluate the effectiveness of the teaching-learning process, and the IQAC sets guidelines for measuring and analyzing student achievements. Based on these reviews, the IQAC recommends measures for quality enhancement, such as proper implementation of curriculum, faculty development programs, and innovative teaching approaches. The IQAC monitors the progress of implementing these improvements and evaluates their impact on the overall quality of education and student learning outcomes. By utilizing the expertise of the IQAC and recording incremental improvements, the institution ensures a continuous cycle of growth and the delivery of quality education.

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	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **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

Chakdaha College took several measures during the year 2021-22 to promote gender equity. The Women Empowerment Cell (Nari Sanmsad) played a crucial role in addressing the needs and concerns of female students. Additionally, the college organized online yoga classes exclusively for female students, promoting their physical and mental well-being. Gender sensitization programs were conducted to raise awareness and challenge stereotypes. The Girls' Units of NSS and NCC were highly effective in engaging female students in community service and leadership activities. With more than 50% female students, the college prioritized equal access to education and created a gender-balanced learning environment. Furthermore, health check-ups were conducted for tribal women belonging to the Lodha Society, addressing their healthcare needs and raising awareness about health issues. These initiatives demonstrate Chakdaha College's commitment to promoting gender equity and providing a supportive and inclusive educational environment.

File Description	Documents
Annual gender sensitization action plan	<a href="https://chakdahacollege.ac.in/Pdf/Audit//Gender/Gender Audit 2018-23.pdf">https://chakdahacollege.ac.in/Pdf/Audit//Gender/Gender Audit 2018-23.pdf</a>
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	<a href="#">International Women's Day Celebrations on 08.03.2022. To promote menstrual hygiene Chakdaha College conducted a sanitary napkin distribution drive on 24.09.2021 and distributed 1,000 packets of sanitary napkins among the underprivileged girls and women living in the Lodha area under Chakdaha Municipality. Other Measures: Co-curricular activities like in-door games are arranged for girl students. Active participation of girls in NSS and NCC programmes. Women Development Cell organizes skill development programs, talks, workshops, symposiums, panel discussions where prominent women speakers are invited.</a>

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	B. Any 3 of the above
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File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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 has collaborated with Chakdaha Municipality to establish comprehensive waste management systems. The joint efforts focus on the efficient management of different types of waste:

**Solid waste:** Regular waste pickups are organized, and awareness campaigns are conducted to promote waste segregation among students and staff.

**Liquid waste:** Chakdaha College collaborates with the municipality to implement effective wastewater treatment processes. They adhere to environmental regulations and maintain a well-functioning sewage system to prevent water pollution.

**Biomedical waste:** The college and municipality follow prescribed guidelines for the safe handling and disposal of biomedical waste. The municipality assists in collecting and managing biomedical waste generated by the college's facilities.

**E-waste:** Chakdaha College and the municipality promote responsible e-waste management. They organize awareness programs and collection drives to encourage proper disposal and recycling of electronic waste.

**Waste recycling:** Both institutions actively promote waste recycling initiatives. They establish recycling facilities and

collaborate with recycling agencies to manage recyclable waste effectively.

Through this collaboration, Chakdaha College and Chakdaha Municipality aim to create a sustainable waste management system that ensures the proper handling, disposal, and recycling of different types of waste, contributing to a cleaner and healthier environment.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

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

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
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**

**B. Any 3 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
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	<a href="#">View File</a>
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).

Chakdaha College is committed to providing an inclusive environment that fosters tolerance, harmony, and respect towards cultural, regional, linguistic, communal, socioeconomic, and other diversities. The college takes several initiatives and efforts to ensure the promotion of inclusivity across various aspects of campus life.

The college encourages inclusivity through the active participation of different units and sub-committees. Units like NSS (National Service Scheme) and NCC (National Cadet Corps) play a significant role in organizing activities that promote diversity and inclusiveness. These units engage students in community service, social awareness programs, and cultural exchanges that celebrate different cultures, traditions, and backgrounds.

During the challenging period of the Covid-19 pandemic, the college's Covid-19 Sub-committee played an important role in addressing the needs of the students and staff. Online programs were organized to ensure continuous learning and engagement, creating a sense of inclusivity in the virtual learning environment.

The cultural team and the Games and Sports sub-committee also contribute to fostering inclusivity by organizing events, competitions, and tournaments that encourage participation from students of diverse backgrounds. These activities provide opportunities for students to showcase their talents, celebrate diversity, and build mutual respect and understanding.

Overall, Chakdaha College's efforts in providing an inclusive environment extend to academic, administrative, socio-economic, cultural, and other dimensions. By embracing diversity and promoting tolerance and harmony, the college cultivates an inclusive atmosphere that values and respects the differences among its students and staff, contributing to a vibrant and enriching educational experience for all.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
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

Chakdaha College places great importance on sensitizing its students and employees to the constitutional obligations, values, rights, duties, and responsibilities of citizens. The college undertakes various initiatives to promote awareness and understanding in this regard.

One of the key activities is the organization of seminars and workshops focused on constitutional obligations and citizen rights. The college's Political Science department plays a pivotal role in conducting these sessions, where experts and scholars are invited to share their insights and knowledge on constitutional matters. These seminars provide a platform for students and employees to engage in discussions and learn about their rights and responsibilities as citizens.

Additionally, the college encourages students' participation in youth parliament functions. These platforms enable students to experience the democratic process firsthand, engage in debates, and understand the functioning of a parliamentary system. Such participatory experiences help students develop a deeper understanding of the constitutional values and democratic principles.

Chakdaha College also observes important constitutional days, such as Constitution Day, Republic Day, and Independence Day.

These occasions are marked by special programs, lectures, and activities that highlight the significance of the constitution and the rights and duties of citizens. The involvement of students in these events further enhances their awareness and appreciation of their constitutional obligations.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
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**

**A. All of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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 actively celebrates and organizes various national and international commemorative days, events, and festivals to promote cultural diversity, foster a sense of community, and create a vibrant campus atmosphere. These**

celebrations serve as platforms to highlight important social, cultural, and historical occasions.

**National and International Days:** The college commemorates significant national and international days such as Independence Day, Republic Day, International Women's Day, World Environment Day, International Day of Yoga, World AIDS Day, and many others. These occasions are marked by flag hoisting, special assemblies, guest lectures, cultural performances, and awareness campaigns.

**Cultural Festivals:** Chakdaha College organizes cultural festivals that showcase the diversity and richness of Indian culture. Events like Saraswati Puja, Basanta Utsav (Holi), Durga Puja, Diwali, Eid, Christmas, and Bengali New Year (Poila Boishakh) are celebrated with great enthusiasm. Students actively participate in these programs to promote cultural exchange and harmony..

**Literary and Academic Events:** The college also organizes literary and academic events to encourage intellectual discourse and enhance the literary skills of students. These include seminars, conferences, workshops, debates, essay competitions, and book fairs.

**Sports Events:** Chakdaha College promotes a healthy and active lifestyle by organizing sports events and competitions.

These celebrations and events contribute to the holistic development of students, foster a sense of pride and unity, and create an inclusive and vibrant campus environment at Chakdaha College.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
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, titled "Harmony of Humanity, Nature, and Technology: Empowering Students through Holistic Education," emphasizes the integration of human values, environmental consciousness, and technology in the educational experience. The practice aims to nurture ethical values, promote environmental awareness, and harness technology for enhanced learning outcomes. By integrating these elements, Chakdaha College prepares students for responsible citizenship and equips them with the skills needed for a sustainable future.

Best Practice 2, titled "Chakdaha College Social Responsibility Discharge Platform (CCSRDP) - Social Extension Activities," focuses on consolidating various social extension activities within the college under one platform. The objective is to cultivate a sense of national belongingness, sensitize students to socio-economic structures, foster collective participation in social causes, and motivate students to actively contribute to society. Through this practice, the college aims to create a community of caring and dedicated individuals who assist underprivileged sections of society, provide medical help to those in need, and support underprivileged farmers.

These best practices exemplify the college's commitment to holistic education, social responsibility, and the overall development of its students. By incorporating social service, values, environmental consciousness, and technology, Chakdaha College creates an enriching educational environment that empowers students to become responsible and compassionate individuals.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
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 has showcased remarkable performance in several areas that align with its priorities and goals, reflecting its commitment to providing quality education and fostering holistic development among its students.

One notable aspect of the college's performance is its students' impressive academic achievements in the Kalyani University examinations. Consistently producing high-performing students, Chakdaha College has established a reputation for academic excellence.

The college recognizes that education extends beyond academic knowledge, emphasizing the importance of developing students' overall growth and well-being. By integrating human values, environmental consciousness, and technology into its educational practices, Chakdaha College prepares students to become responsible and compassionate individuals who are equipped to address real-world challenges.

In addition, the college places significant emphasis on promoting girls' education. By fostering gender equality and creating an inclusive environment, Chakdaha College empowers female students to excel academically and personally. It provides equal opportunities, support systems, and a safe learning space, enabling girls to overcome societal barriers and reach their full potential.

Through its focus on academic achievements, holistic education, and girls' education, the college demonstrates its commitment to nurturing well-rounded individuals who are prepared for future success.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

#### IQAC-Chakdaha College Action Plan 2022-23:

1. Introduce new courses, add-on/certificate courses, and soft skills training programs.
2. Create new posts and regularize temporary employees.
3. Promote women participation and empowerment.
4. Implement CBCS curriculum effectively for outcome-based education in the context of NEP 2020.
5. Expand research and extension activities based on current issues and local resources.
6. Conduct webinars, seminars, and conferences throughout

the year and publish their outcomes.

7. Establish MOUs with institutions/industries for faculty and student exchange, skill development, and employment opportunities.
8. Improve ICT infrastructure and physical facilities, including library services and a language lab.
9. Develop a Management Information System/Enterprise Resource Planning system for office automation, a college app, biometric attendance, digital ID cards, etc.
10. Arrange staff training programs for faculty and non-teaching staff.
11. Create and regularly update a data bank and the college website.
12. Promote activities of NSS and NCC units.
13. Reopen the Coaching Centre for Entry in Services and organize career guidance programs for students and alumni.
14. Conduct regular audits.
15. Collect and recognize feedback from different stakeholders.

By implementing these measures, Chakdaha College aims to enhance the quality of education, provide better opportunities for students and faculty, and foster an environment conducive to holistic development.